



Palm Global
Academy

PALM GLOBAL ACADEMY
BEHAVIOUR POLICY
2026/2027

1. Introduction

Palm Global Academy aims to be recognised as an online platform of high-quality British education that develops a global Muslim personality which is successful in both the Deen and dunya. We aspire to create a centre of academic excellence that nurtures God-conscious and morally uplifting role models who will navigate a path in this world with confidence and kindness.

Palm Global Academy is an online secondary school for students aged between 11 and 16.

2. Aims and expectations

This policy aims to help children to grow in a safe and secure environment, and to become positive, responsible and increasingly independent members of the school community.

To encourage this, staff will:

- Model exemplary behaviour
- Speak politely to each other
- Build pupil confidence and self-esteem through positive reinforcement
- Avoid using critical or sarcastic language
- Recognise pupil effort and achievements on a regular basis and celebrate success
- Keep parents informed about success, efforts and achievements
- Use rewards and sanctions effectively and consistently
- Challenge unacceptable behaviour
- Work in partnership with parents through regular contact to help improve behaviour.

3. Student conduct

Conduct in this policy refers to any actions performed by any members of the student community. It includes behaviour in online classrooms, on our platforms and in all the spaces Palm Global Academy provide for students to learn and interact in. It encompasses how students' study, communicate with staff and peers, socialise and interact, use all technology where it impacts school life, their conduct beyond the classroom and other areas of their conduct that reasonably fall within the remit of school. Necessarily it includes all behaviour that has an impact on other students in the community and other students' ability to learn and thrive in school.

To help students understand how these values look in practice, the Student Code of Conduct below outlines the conduct expected of students and that which they agree to by being members of our student body.

Students will:

1. Enter live lessons classroom punctually and positively, engaging with prepared learning activities.
2. Catch up on missed sessions and take responsibility for knowing how to use the learning platform
3. Prepare adequately for classes and assessments, taking responsibility to ensure all work both in class and for homework is completed on time.
4. Participate in class activity.
5. Submit set work by the deadlines and to the best of their ability (unless exempt), communicating with teacher where additional support or issues arise.
6. Engage with peers and the teacher actively in class and **when instructed** using the learning platform tools, this includes microphone and camera functions.

7. Value and respect the contributions of peers and teachers, understanding that in an online school and students come from different contexts and have different values.
8. Keep discussions on the various platforms both in lesson and outside of lessons related to the subject – unless instructed by the teacher. Breakout rooms and tutor group pages are an example of this.
9. Respond in a timely and courteous manner to the teacher when communicated with, both in lesson (e.g. chat, Q&A) and outside of lesson (e.g. email, feedback).
10. Use all school and associated platforms sensibly and respectfully, following guidelines for acceptable use and not communicating in a way that bring the school into disrepute.
11. Not disrupt the learning of others through misuse of systems or inappropriate communication or behaviour. This includes behaviour that directly and unreasonably distracts other students from their learning or that requires the teacher to respond, thereby taking up their capacity to support other learners.
12. Accept that the school will take decisions on the behaviour of individuals or groups of students in accordance with this policy.
13. Report all incidents of poor conduct witnessed or affected by to school staff so we can maintain an inclusive and kind school community.
14. Do nothing to endanger a healthy, safe, and secure online environment. This includes using the internet and social media in a safe, appropriate, and positive way and by not taking part in any form of 'cyber-bullying' (that which takes place online or through on social networking sites, messaging apps, direct messages, gaming sites, chat rooms, other websites, etc.)

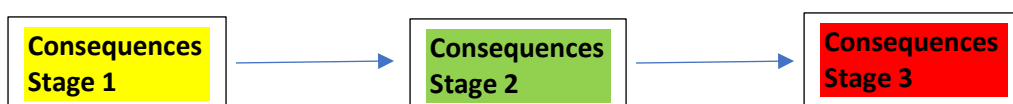
4. The Consequences of Behaviour Sequence

In all classrooms we aim for praise to outweigh consequences. We need to concentrate on positive aspects of behaviour.

Set the scene and move through the process:

- Describe the student's misdemeanour or infringement and remind them of the rule and consequence
- Remind them about the consequence ONCE
- Apply the consequence

Use this sequence in ALL lessons



Stage 1 infringements

Stage 1 covers individual incidences where a student needs a reminder of expectations and an explanation about how to redirect their focus more positively. This can include, but not limited to:

Not actively participating in class
Low level disruption of lessons
Not completing homework
Not following instructions
Leaving lesson without permission

Stage 2 infringements

Stage 2 typically covers repeats of those instances listed in stage 1 where further response is needed to stop students negatively impacting others. This is when parental involvement is made to ensure that the continuous infringements do not continue.

Stage 3 infringements

Stage 3 includes where disruption persists and is thus deemed serious due to its ongoing impact. Stage 3 is reserved also for serious one-off misbehaviour that can lead to a student being taken off the admission register of the school.

Serious incidents include but are not limited to:

Inappropriate language used on the school portals – Teams, Zoom and/or Showbie
Severely disrupting lessons
Total lack of respect given to the teachers and fellow students.
Malicious, hurtful, or abusive communication to others
Misuse of online tools that could seriously negatively impact other students or staff
Online bullying of a fellow student

In all instances, the school reserves the right to intervene at any stage and decide on a course of action which is in the best interest of the school.

Exclusions:

The decision to exclude a student is not taken lightly. We are inclusive of all learners, which means ensuring a calm, purposeful and enjoyable learning environment so that all students and staff can focus on learning and feel safe. This means dealing with the conduct of students that harms the wellbeing of others.

Review

This policy will be reviewed annually in the light of any changed circumstances in our school.
This policy was reviewed by members of the SLT and the directors of the school.

NEXT REVIEW: This policy is to be reviewed: July 2027