

Code of Conduct for Students

Background :

In Nov 2004, students were invited to participate in the process of reviewing and re-engineering the school rules to instill a sense of ownership and joint responsibility. At a seminar student representatives namely, Peer leaders, CCA leaders, Monitors & Prefects sat together with the respective teachers in charge & the Discipline Committee members to put forth this Code of Conduct for Bedok View students.

The Student's Pledge :

We, the students of Bedok View Secondary School, pledge to be responsible, diligent and morally upright; and to uphold the good name of our school and nation.

To fulfill the student's pledge, we have to observe the four As :

Attendance **A**pppearance **A**ttitude **A**ccountability



Attendance

I am in school to learn -- to acquire the knowledge, skills and values to prepare for our future as a responsible working adult who will care for my family and contribute to the society and nation.

Learning is cumulative. To reap the full benefits, I must ensure that I maintain regular attendance as follows:

- 1 Attendance during school term is compulsory. Students are expected to be punctual and present for the following:
 - Morning flag-raising & pledge-taking ceremony
 - All lessons, remedials and practical sessions
 - All scheduled talks, workshops & seminars
 - All school events and celebrations

- 2 If a student fails to attend lessons or scheduled activities because of illness, injury or any other valid reason, he must present a valid medical certificate or a letter of excuse from his parents / guardian to his Form Teacher (FT) or the respective teacher-in-charge immediately upon return to the school. Absenteeism without valid reason(s) will be treated as truancy.

- 3 Prolonged or repeated absences if not supported by valid medical certificates may result in suspension for the student.

Appearance

I show self-respect by taking care to look neat and well-groomed at all times. To uphold the good name of our school, I will wear my uniform with pride and to observe the school dress codes at all times.

- All students are to wear the prescribed school uniform and any modification to the uniform is **not** allowed. All students are expected to abide by the following dress code:

Occasion	Dress Code*	Remarks
All lessons, remedial lessons, practical sessions, talks & seminars. (excluding PE lessons)	Full School Uniform* (White Blouse & Biege Pleated skirt for the girls) (White Shirt & Biege Shorts/Pants for the boys)	School Badge to be pinned and Name Tag to be properly sewn on the shirt / blouse *
Common Tests & All Examinations	Full School Uniform	Students in improper attire will not be allowed to sit for the test/examination
PE lessons	PE attire (approved school T shirt)	Students have to change out of their PE attire upon returning to class
Games & CCA sports practices	PE attire & approved CCA attire	
Official school	Full School uniform with	Dress code will be

functions & special occasions	school tie	announced before the event.
School holidays & weekends	Full School uniform OR Approved T-shirt with pants / skirts	No casual clothes allowed.

2 All students are to abide by the following rules related to personal grooming

2.1 Hair

Students must maintain a neat & appropriate hairstyle at all times. Students are not allowed to tint or dye their hair.

For boys,

- hair must not reach the ears and eye brows
- the sides and back must be short and neat
- no outlandish (spiky, punk) hairstyles
- no facial hair (moustache, beard or sideburns)

For girls,

- long hair must be tied up neatly
- hair accessories should be kept to a minimum and should match school colours.

2.2 Accessories / Jewellery

Only wristwatch is allowed.

Piercing/Tattoo

- No piercing or tattoo is allowed on any part of body.

For girls, only simple ear studs [one on each ear] are allowed. No nail polish, *henna* or make-up is allowed.

2.3 Footwear

Shoes & Sandals

- All students are allowed to wear sports shoes as long as they are predominantly white without bright or luminous colours. Silver does not constitute as white.

Socks

- Only white socks are allowed. When worn they are clearly visible above the shoes.

Accountability

As a person of integrity, I will be responsible for my words and actions. As a student of Bedok View, I understand I will be subject to disciplinary action if I breach the Code of Conduct.

Description	Disciplinary Action**
<p>ATTENDANCE (Skip class / Truancy) Absence without valid reason for</p> <ul style="list-style-type: none"> ▪ lessons & remedials ▪ school events & activities ▪ CCA practices 	<p>Warning issued, detention. Parents informed</p>
<p>PUNCTUALITY Being late without any valid reason</p> <ul style="list-style-type: none"> ▪ lessons & remedials ▪ school events & activities ▪ CCA practices <p>Excessive, repeated late-coming</p>	<p>Warning issued, canteen duty, parents will be informed for recalcitrant students</p> <p>Warning issued, canteen duty, after-school CWO</p>
<p>APPEARANCE Any breach of rules related to dress code and personal appearance as stated in the under the Code of Conduct</p>	<p>Warning issued / suspension. Parents informed for repeated cases.</p>
<p>ATTITUDE & CONDUCT</p> <p>1 Disruptive behaviour*: during lesson or school activity</p> <p>2 Unauthorised use of handphones /</p>	<p>Removed from class/ detention /suspension. Parents informed.</p> <p>Handphone/equipment may be</p>

<p>electronic devices / playing cards etc on school premises</p>	<p>confiscated for up to 2 weeks. Cards to be discarded.</p>
<p>3 Smoking/Possession of cigarette* : within school premises or outside</p>	<p>HSA notified & maybe caned. Police assistance for contraband case. Parents informed.</p>
<p>4 Rudeness & Defiance* : use of disrespectful / vulgar language towards staff / fellow students</p>	<p>Caning &/or Detention /Suspension. Parents informed.</p>
<p>5 Theft *</p>	<p>Caning / Suspension / Police assistance. Parents informed.</p>
<p>6 Forgery* : copying of parent/guardian's signature</p>	<p>Caning / Suspension. Parents informed.</p>
<p>7 Abuse of technology* : abuse of blogging / hacking / defamation etc</p>	<p>Caning / Suspension. Parents informed.</p>

Accountability

Description	Disciplinary Action**
<p>ATTITUDE & CONDUCT (cont'd)</p> <p>8 Cheating*: any cheating or attempt to cheat during tests / examinations / plagiarism of assignments/project work. <i>(Refer to the Exam Rules & Regulations for more details)</i></p>	<p>Zero marks for test / exam / assignment. Caning / Suspension. Parents informed.</p> <p>Caning / Suspension / Police</p>

9 Physical Aggression & Harassment : assaulting* / fighting* / bullying* / extortion / gangsterism*	assistance. Parents informed.
10 Vandalism* / Misuse of School Property or Equipment/ Abuse of computer privileges	Student/Parents will bear the cost of any cleanup, repair or replacement of damaged property or equipment
11 Substance Abuse* : illegal use of controlled drugs, inhalant abuse	Caning / Suspension / Central Narcotics Bureau assistance

** Categorised as Serious Offences under MOE guidelines.*

Disciplinary Consequences (within one semester)	
10 Demerit Points	Teacher-Parent Conferencing / Counselling Conduct Grade : Good
20 Demerit Points equivalent to 2 to 4 serious offences such as theft, fighting etc	Suspension (Up to 2 weeks) Teacher-Parent Conferencing / Counselling Conduct Grade : Fair
30 Demerit Points equivalent to 3 to 6 serious offences such as theft, fighting etc	Suspension (Up to 2 weeks) Teacher-Parent Conferencing / Counselling Conduct Grade : Poor

** **The school reserves all rights to add, amend or adjust the code of conduct, disciplinary action, system of demerit points deemed appropriate to maintain the good moral tone of the school and to curtail behaviour that is unbecoming or detrimental.**

Appearance

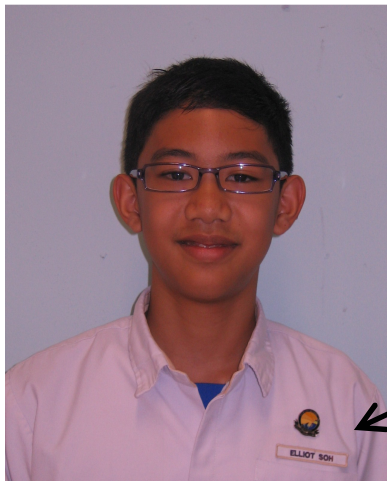


For girls,
long hair must be tied up
neatly





For boys,
hair must not reach the
ears and eye brows
hair at the back and
side must be short and
neat



All students must put on
their school badge above
their name-tag and their
name should not be
covered.



For Girls' Uniform :

- Short-sleeved white blouse with pointed collars with school badge and name tag sewn on



For Boys' Uniform (Lower Sec):

- Short-sleeved white shirt with pointed collars with school



For Boys' Uniform (Upper Sec) :

- Short-sleeved white shirt with pointed collars with school badge and name

- (as shown)
Beige pleated skirt that is knee-length

- badge and name tag sewn on (as shown)
- Beige shorts

- tag sewn on (as shown)
- Beige long pants

Attitude

I seek to cultivate a positive attitude towards my work, my peers and my teachers. I will be mindful of my responsibilities as a student, and the importance of showing consideration and respect to others.

- 1 During Lessons
 - Students must be attentive and respectful – they are not allowed to eat, sleep, slouch or engage in personal conversations
 - The use of the following devices are not allowed : mobile phones, MP3 players, radios, electronic games etc
- 2 On School Premises
 - Students should adopt a respectful and appropriate tone when relating with others
- 3 Every Singaporean student should sing the national anthem during morning assembly and recite the national pledge with the right fist placed on the chest over the heart.