

SCHOOL RULES AND REGULATIONS

1. The following describes the disciplinary actions that will be administered to students who exhibit behaviour that the school does not condone and that contravenes our school values. The administration of these disciplinary actions may not necessarily be sequential. The final decision will depend on the situation in which the offence was committed, its nature and its severity.
2. All offences may be recorded in the School Cockpit depending on the situation in which the offence was committed, its nature and its severity.
3. The list is not exhaustive and is meant to serve as a general guide.

(I) Attire and Grooming

Infringement	Consequences
<p>GROOMING</p> <p>Facial Hair</p> <p>Long Hair, Fringe, Sideburns - Fringe should not touch the eyebrows when pulled down. Sides and back of hair should be sloped.</p> <p>Extreme hairstyles that are not in line with school requirements are strictly prohibited. They include but are not limited to: Undercut, V-shaped back, Mohawk, Skinhead, Pompadour hairstyles. Lines cut into hair are also not allowed.</p> <p>Highlighted/Tinted/Dyed Hair</p> <p>Long fingernails</p> <p>Wearing of coloured contact lenses</p> <p>Wearing of jewellery, talisman or any form of religious adornment (only Sikh students are allowed to wear the silver bangle)</p> <p>Pierced ears or wearing of ear accessories</p> <p>Piercing on the facial regions</p> <p>Tattoos</p> <p>ATTIRE</p> <p>No school badge</p> <p>No school tie</p> <p>Coloured socks</p> <p>Non-ACS (BR) socks</p> <p>Modified school uniform (e.g. tapered pants)</p> <p>Ill-fitting or torn school uniform</p> <p>Improper PE/CCA attire</p> <p>Improper wearing of uniform</p> <p>Improper footwear (includes slippers/flip-flops and sandals)</p> <p>Wearing of unapproved sweaters, windbreakers, non-black jackets, non-dark blue jackets, jackets with designs.</p>	<p>Student to take immediate correction, and/or Prohibited items to be confiscated, and/or Detention Class, and/or Parents to be contacted to take necessary action, and/or Suspension from school until the correction is approved by the school.</p> <p>Remarks</p> <p>1) Wearing of prescribed School Uniform</p> <ul style="list-style-type: none"> • All students are to wear the prescribed school uniform to meet school standard and expectations and any form of modification to the uniform is not allowed. • Students with modified uniform will have to purchase a new set of uniform and the modified uniform will be confiscated. <p>2) Clean-Shaven and Neat Facial Appearance for students</p> <ul style="list-style-type: none"> • Students must be neat in appearance, clean-shaven and no facial hair is allowed. • Students who colour their hair will have their hair crew-cut to allow their natural hair to grow back. Re-dyeing the hair black is disallowed. • Students are not allowed to use hair wax, gel or other hair products on their hair while in school. If caught, students will have to wash off the hair product immediately. • Students with piercings on any part of their face or body are not allowed to wear accessories in them and must let the piercings close. <p>3) Religious adornment</p> <ul style="list-style-type: none"> • Religious adornment cannot be worn. • All adornment must be placed in pocket or wallet. [Only Sikh students are allowed to wear the silver bangle] <p>4) Tattoos</p> <ul style="list-style-type: none"> • Students with tattoos will not be allowed to come to school until the tattoos are removed.

(II) Attendance

Infringement	Consequences*	
Late for school <i>(Reporting to the assembly area after 7.40am* or a time as specified by the school.)</i> + Wednesday reporting time is at 8.40am. # Consequences are counted on a per term basis.	1 time	Verbal Warning
	2 times 3 times	Verbal Warning and parents informed
	4 times	1 X afternoon CWO
	5-9 times	1 X BDC** each
	10 times	In-House Suspension * Corrective Work Order (CWO) ** Behavioural Detention Class (BDC)
Students who report to school after 8.00am must report to the General Office and get a late-note before reporting to lessons.		
Truancy (Absent from school without a valid reason)	Detention Class, and/or Suspension, and/or Caning	
Leaving school grounds without permission	Detention Class, and/or Suspension, and/or Caning	
Leaving class without permission	Teacher to apply immediate disciplinary action, and/or Detention Class, and/or Suspension, and/or Caning.	
Skipping class		
Late for class		

A Medical Certificate (MC) or a letter of excuse written by parent / guardian must be submitted to the Form Teacher on the day the student is back in school.

(III) Misconduct

Infringement	Consequences
Disrespect towards Student Leader Persistent disruptive behaviours in class Eating in class (other than during snack breaks) Failure to perform assigned duty Inattentiveness during lessons	Teacher to take immediate intervention measures, and/or Put student on Conduct Rating Form, and/or Detention Class, and/or School-Parent-Student Conferencing, and/or Time-Out from class, and/or Suspension, and/or Caning. For persistent disruptive behaviours in class, student may be downgraded / removed from awards given out by the school and/ or external organisations.
Failure to bring appropriate study material for class Failure to meet deadlines for the completion and submission of assignments	Teacher to inform parents, and/or Academic Detention Class (ADC) Failure to attend ADC and complete the assigned work will result in a Behavioural Detention Class (BDC)
Littering in class/school Failure to return crockery and utensils after eating Cutting queues in canteen Reckless behaviour resulting in minor damage to school property	Teacher to take immediate intervention measures, and/or CWO. Compensation may be required if school property has been damaged.
Possession or use of mobile communicative electronic devices (e.g. hand phones) during school hours All mobile electronic devices should be turned off and kept in the lockers for the entire school day.	Item to be confiscated (for 1 month and to be collected only by parents). SIM card may be confiscated together with mobile device if agreed upon by parents.
Not singing the National Anthem and/or reciting of the National Pledge properly All students who are Singapore citizens must sing the National Anthem and take The Pledge. Students must take The Pledge with the right fist placed over the heart.	Teacher to apply appropriate disciplinary action
Flouting prevailing Safe Management Measures as stated by the school.	Teacher to take immediate intervention measures, and/or Put student on Safe Management Ambassador duty, and/or Detention Class.

Gaming on the Personal Learning Device (PLD)	1 time: Verbal warning
Using the PLD during lesson without permission from the teacher	2 times: Verbal warning and parents informed
Wrongful usage of the PLD during lesson (e.g. watching videos while they are supposed to do an assignment)	3 times: Confiscation of PLD for 3 days
Taking photos or video clips in school without teacher's permission	4 times: Confiscation of PLD for 1 week
Spamming or broadcasting of email messages through large distribution lists indiscriminately	5 times: Confiscation of PLD for 1 term

(IV) Serious Offences – Misconduct

Offence	Disciplinary Actions
Bullying <i>(Including verbal, physical, emotional and cyber bullying)</i>	Conflict Resolution, and/or Detention Class, and/or Suspension, and/or Caning.
Dishonest acts / Cheating during test or examination <i>(Possession of notes, copying from others, allowing others to copy, tampering with marks, altering of answers / marks after marking, Smart-Watches are not allowed to be brought into test / examination venues)</i> Inappropriate behaviour during test / examination <i>(Talking, making unnecessary noises, non-verbal communication, borrowing of items)</i>	Obtain '0' for the test / examination or Deduction of marks for the paper sat for, and/or Detention Class, and/or Suspension, and/or Caning.
Open defiance and rudeness to school authority <i>(This includes showing blatant disrespect to student leaders, teachers and school staff in person or through any online or electronic medium)</i> Usage of vulgar language or any sexual remarks towards school authority	Detention Class, and/or Suspension, and/or Caning.
Plagiarism	Obtain '0' for the assignment.
Any serious offence(s) committed may result in the downgrading or removal of awards (e.g. Honours Day / SSSC / Level Awards)	

(V) Serious Offences - Theft / Damage of Property

Offence	Disciplinary Actions
Arson <i>(Planting explosives or setting property on fire, whether attempted or actual)</i> Vandalism <i>(Wilful and / or malicious destruction of school or personal property, writing graffiti)</i> Theft / Shop Theft	Compensation, and/or Suspension, and/or Caning, and/or Report to the Singapore Police Force.

(VI) Serious Offences - Others

Offence	Disciplinary Actions
Assault and Fighting	Conflict Resolution, and/or Detention Class, and/or Suspension, and/or Caning, and/or Report to Singapore Police Force
Smoking / Vaping <i>(Use / possession / distribution / sale of tobacco and tobacco related products, e.g. electronic cigarettes or its related components)</i>	Details to be submitted to Health Promotion Board (HPB) or Health Sciences Authority (HSA) & referral to Ministry Of Health Smoking Cessation Clinic, and Daily school monitoring (School Smoking Cessation Programme) before and after school, and/or Suspension, and/or Caning Any student caught using or in possession of cigarettes or electronic cigarettes will be suspended immediately.
Substance Abuse <i>(Use / possession / distribution / sale of alcohol, drugs, inhalants and related products)</i>	Confiscation of items, and/or Detention Class, and/or Caning and/or Report to Singapore Police Force Any student suspected or caught for drug or inhalant abuse will be referred to the Central Narcotics Bureau.

<p>Sexual Misconduct</p> <p>Attempted rape / outrage of modest / underage sex / commercial sex / sexual grooming / production or distribution or sale of voyeuristic / intimate / compromising / pornographic images or recordings</p> <p>Indecent sexual exposure / consumption or possession of voyeuristic / intimate / compromising / pornographic images or recordings / sexual harassment in the form of texts, phone calls, emails, gestures, physical contact / Repeatedly making remarks of a sexual nature</p>	<p>Confiscation of items, and/or</p> <p>Suspension, and/or</p> <p>Caning, and/or</p> <p>Expulsion</p> <p>Students who commit these sexual offences <u>will</u> definitely be reported to the Singapore Police Force.</p> <p>Confiscation of items, and/or</p> <p>Suspension, and/or</p> <p>Caning, and/or</p> <p>Expulsion</p> <p>Students who commit these sexual offences may be reported to the Singapore Police Force.</p>
<p>Gambling (The use of money or its equivalent for betting in games, possession of gambling cards)</p>	<p>Confiscation of items, and/or Detention Class, and/or</p> <p>Suspension, and/or</p> <p>Caning, and/or</p> <p>Report to Singapore Police Force.</p>
<p>Possession of Weapons</p> <p>All students are not allowed to have in their possession any weapon. They are also not allowed to bring any weapon-like item which is used or intended to be used to cause harm to others.</p>	<p>Confiscation of items, and/or Detention Class, and/or</p> <p>Suspension, and/or</p> <p>Caning, and/or</p> <p>Report to Singapore Police Force.</p>
<p>Gangsterism (Involvement in gangs, gang assault, making threats, harassment or extortion, chanting gang-related chants or songs, whether actual or attempted.)</p>	<p>Detention Class, and/or</p> <p>Suspension, and/or</p> <p>Caning and/or</p> <p>Report to Singapore Police Force.</p> <p>Any student caught displaying gang-related behaviour (chants, signs or songs) will be reported to the Singapore Police Force.</p>
<p>Use of mobile or any digital equipment to film, download obscene, pornographic images and/or video clips</p> <p>Hacking into IT systems</p> <p>Use of email to post potentially offensive material, or for purposes for defamation or personal attack</p> <p>Impersonation</p>	<p>Confiscation of PLD or mobile/digital equipment for at least a week, and/or Report to Singapore Police Force.</p> <p>Students who commit these serious IT offences may be reported to the Singapore Police Force.</p>

* Detention class takes precedence over CCA.

* Detention class can be postponed for a maximum of 3 days with valid reasons.

* All cases referred to or referred by the Ministry of Home Affairs will be recorded as Serious Offences.