

سياسة الحضور و الغياب

كما هو مذكور في سياسة وزارة التربية و التعليم العالي يتوقع من الطالب الحضور 180 يوماً دراسياً.

لكي يحقق الطالب مستويات أكاديمية عالية ، عليه الحضور إلى المدرسة يومياً و بانتظام. تأخذ المعلمة/المعلم الحضور يومياً قبل انتهاء الحصة الأولى بإدخالها على نظام الحضور والغياب.

لدينا موظف اداري مسؤول يومياً عن أخذ حضور وغياب طلاب الباصات. تقوم موظفة الاستقبال بالاتصال باولياء أمور الطلاب الغائبين لمعرفة سبب الغياب وذلك خلال ساعات المدرسة الأولى.

- يعتبر الطالب حضر متأخراً الى المدرسة في حال تأخرة من 5 إلى 10 دقائق على صفه.
- يتوجب على أولياء الأمور إعلام المدرسة في حال غياب الطالب.
- تقديم تقرير طبي لإدارة المدرسة في حال غياب الطالب وهناك اختبارات.
- تقديم تقرير طبي لإدارة المدرسة في حال غياب الطالب أكثر من ثلاث أيام متتالية.
- يتوجب على أولياء الأمور إعلام المدرسة إذا كان الطالب سيغادر المدرسة مبكراً.

النتائج:

- في حال غياب الطالب بشكل متكرر:
- يجب إعلام ولي الأمر بنتائج ذلك على الوضع الكاديمي للطالب.
- إنعقاد إجتماع بين ولي الأمر والإدارة لمعرفة أسباب الغياب ولفت إنتباه الأهل إلى النتائج الأكاديمية/ الدراسية ومستوى الدرجات المترتبة على ذلك.

الحضور والغياب:

| المخالفة | مستوى العقاب |
|--|--------------|
| التأخير الصباحي | المستوى 1 |
| مواصلة التأخر مع أعذار | المستوى 1 |
| التغيب عن المدرسة | المستوى 1 |
| مغادرة المدرسة من دون علم الإدارة | المستوى 2 |
| الدخول أو الخروج من أبواب فرعية ممنوعة | المستوى 1 |
| التأخر عن الفصل بين الحصص | المستوى 1 |
| عدم حضور فصل دراسي | المستوى 1 |
| عدم الحضور الى الحافلة أو تغيير الحافلة دون تبليغنا بواسطة كتاب خطي من أولياء الأمور | المستوى 1 |
| التسكع في موقف السيارات أو في محيط المدرسة | المستوى 1 |
| عدم حضور العقاب | المستوى 1 |

ملاحظة:

المستوى 1:

1.1 تنبيه شفهي

1.2 تنبيه خطي

1.3 الاتصال بأولياء الأمور

Mission: Doha International School focuses on the individuality and uniqueness of each child. We provide an environment that allows each child to develop at his/her own pace and activities are planned that encourage self-confidence, curiosity, and self-discipline, as well as assisting in the development of the child's social and emotional health

Vision: To empower students to acquire, and value knowledge and skills that will support them as life-long learners.

- 1.4 ارسال الطالب الى البيت
- 1.5 امضاء الطالب على تعهد
- 1.6 البقاء في الصف خلال الفسحة الأولى
- 1.7 البقاء في الصف خلال الفسحة الأولى والثانية
- 1.8 البقاء في المدرسة بعد انتهاء الدوام المدرسي

المستوى 2:

- 2.1 الحضور الى المدرسة نهار السبت
- 2.2 تعليق الحضور الى المدرسة يوم واحد
- 2.3 تعليق الحضور الى المدرسة يومين
- 2.4 تعليق الحضور الى المدرسة 3 أيام

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Attendance Policy

As stated by the Ministry of Education and Higher Education 's policy, students are expected to attend 180 school days.

In order for a student to achieve high academic standards, he must attend school daily and regularly.

The teacher takes attendance daily before the end of the first session by entering it into the attendance system.

We have an administrative staff member who is responsible daily for taking the attendance and absence of bus students.

The receptionist will contact the parents of absent students to find out the reason for the absence during the early school hours.

- A student is considered coming late to school if he is 5 to 10 minutes late in class.
- Parents must inform the school in case of the student's absence.
- Submit a medical report to the school administration in the absence of the student and there are tests.
- Submit a medical report to the school administration in case the student is absent for more than three consecutive days.
- Parents should inform the school if the student is leaving early.

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Consequences:

In case of frequent absence of the student:

- The guardian must be informed of the consequences of this on the student's academic status.
- Conduct a meeting between the guardian and the administration to find out the reasons for the absence and draw the attention of the parents to the academic results / study and the level of grades resulting from that.

Attendance:

| Offence | Level of Punishment |
|---|---------------------|
| Morning tardiness | Level 1 |
| Continuous tardiness with excuses | Level 1 |
| Skipping school after being dropped | Level 1 |
| Leaving school without permission | Level 2 |
| Entering or leaving school through a non-approved entrance | Level 1 |
| Tardiness to class between periods | Level 1 |
| Skipping class | Level 1 |
| Failing to attend or changing buses without written permission from parents | Level 1 |
| Loitering in the parking or in the school vicinity | Level 1 |
| Failing to attend punishment | Level 1 |

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NOTE:

Level 1:

- 1.1 Verbal Warning
- 1.2 Written Warning
- 1.3 Parent call
- 1.4 Student sent home
- 1.5 Student Contract
- 1.6 Break Detention
- 1.7 Double break detention
- 1.8 After school detention

Level 2:

- 2.1 Saturday Detention
- 2.2 One day suspension
- 2.3 Two days suspension
- 2.4 Three days suspensions

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