



CODE OF CONDUCT

2023-2024

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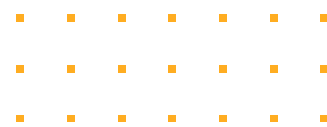
Aim & Purpose

Inventure Academy believes in allowing ample freedom to its students to nurture their individuality, and ensure that their journey of learning and discovery is joyous, challenging, and fulfilling. This is required to **optimize the teaching-learning process while building crucial life skills of respect for individuals, conforming to decent behaviour expectations in a variety of different scenarios, sensitivity to each other, teamwork, integrity, etc.**



The Inventure Code of Conduct also helps in promoting **a sense of solidarity** within the Grade, House, and School community. A community thrives on common objectives and **respect** which is what the Inventure Code of Conduct strives to provide. We (students, teachers, staff members, and parents) are all **bound together** by the guidelines of this Code of Conduct, which are indicative and not exhaustive. They aim at creating an **environment that is safe and disciplined** so that all of us **can co-exist in harmony** and with mutual respect. Our Code of Conduct promotes the need to be a responsible member of the school community first: to be “socially responsible citizens and excel anywhere in the world”

We all deserve a school environment with positive disciplining strategies that are safe, supportive, and conducive to teaching, learning and a journey of self exploration.



The Inventure Code of Conduct will apply to:

- All students enrolled in school, in school uniform, during school hours and until the time that they reach home (irrespective of mode of transport)
- Students representing the school for organised events or activities within the school/city/country/abroad during the school day or post school.
- Students travelling to or from school on school provided transport.
- All faculty and staff employed with the school on a full time or part time basis.

Inventure's approach to Restorative Practice as a means of addressing conflicts & restoring relationships:

1. Acknowledges that relationships are central to building and maintaining the school community
2. It establishes procedures in a way that strengthens relationships in the community
3. Focuses on harms done rather than rules broken
4. Gives a voice to both the person who has caused the harm and been harmed
5. Engages in collaborative problem solving
6. Empowers change and growth for all involved
7. Enhances responsibility for actions and attitudes for all involved
8. Provides an opportunity for the one causing harm to reflect and modify their behaviour through an intrinsically motivated manner.

Your rights as an Inventure student



"We will never have true civilisation, until we have we have learnt to recognise the rights of others" - Will Rogers

With this belief, a set of guidelines in the form of rights have been framed for our students, which are adopted as their way of life.

Rights:

- Students have a right to feel *safe and happy* in school at all times.
- Students have a right to be *treated with respect* by everyone in the school community.
- Students have a right to be *included* in group activities and discussions.
- Students have the right to nurture and *express their individuality*.
- Students have a right to be *treated fairly* and be heard.
- Students have a right to have their *belongings be safe* at school.
- Students have a right to *participate* in all school events.
- Students have a right to *follow the religion*, tradition and customs of their choice.
- Students have a right to *choose their sexual preference*.

Your responsibilities as an Inventure student



Just as we have individual rights , we have responsibilities to ensure that everyone at Inventure can benefit from a safe, nurturing, empowered and happy school environment.

We also have a responsibility to ourselves to make the most of the varied opportunities at Inventure so that we can grow into the best version of ourselves.

Develop Individuality and Teamwork

-Students have the responsibility to be active participants and contribute/ work cooperatively with their team/s, teachers and peers.

-Students have the responsibility to ensure their safety as well as the safety of others around them.

-Students have the responsibility to maintain and build a sense of community with their classmates.

Inculcate a Passion for Excellence

-Students have the responsibility to pursue excellence in an area of their choice during their journey of learning.

-Students are responsible for attending school and classes regularly.

Students are responsible for the timely completion of academic submissions.

Your responsibilities as an Inventure student



Build Integrity and Freedom with Responsibility

- Students have the responsibility to uphold all the school's values.
- Students are responsible for ensuring a high standard of academic honesty, and plagiarism will not be tolerated.
- Students have the responsibility to uphold the reputation of the school by observing an appropriate standard of behaviour in transit to and from the school and when wearing school uniform.

Encourage Sensitivity and Compassion

- Students have the responsibility to respect the learning needs of other students.
- Students have the responsibility to treat each other with respect, dignity and compassion.
- Students are responsible for practising sensitivity and compassion towards themselves and others.

(More on Page 16 of this handbook- refer to Appendix section)



Uniform Policy



Guidelines

Inventure Academy believes in being sensitive and inclusive and therefore has decided to have common policies regarding hair length and hair colour for boys and girls.

Boys and Girls can sport longer hair if they wish, however, hygiene and grooming have to be observed. In deference to their seniority, only Grades 11 and 12 students are permitted hair highlights, but garish bold colours and global dyeing are to be avoided.

- **Nails** – Long nails and nail polish are not permitted.
- **Hair** – Open long hair that gets in the face/eyes is a distraction and is not acceptable. Hair accessories must be black or dark blue.
- **Jewellery & makeup** – Jewellery (bangles, anklets, necklaces, rings) is not permitted in school. The only jewellery that is allowed are studs in the ears. Any Jewellery to be worn for religious purposes will require a letter from the parent. Only colourless lip balm and black eye kohl may be used.
- **Watches** – students of Grades 4 and above are permitted to wear wristwatches at their own risk.
- **SMART WATCHES** are not allowed as per Inventure's Cyber Policy.
- **Visible Tattoos** are not allowed - students are encouraged to wait till they are 18+ to get a tattoo.

Uniform Policy

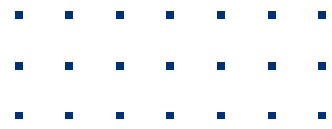
Guidelines

Uniform for Grades 1 - 12:

- Orange sports T shirt
- House T shirt (House colours)
- American Khaki trousers/shorts/skort
- Blue collared shirt
- Dark blue sports shorts / track pants
- Dark blue/black ankle socks
- Dark blue hooded jacket
- All students may wear ANY black coloured, non marking sports shoes to school on all days. Pls note: any brand is acceptable as long as it is entirely black.
- Belt (boys)

Days of the week	Uniform Schedule
Monday	Orange T-shirt and Blue shorts/tracks
Tuesday	House colour T-shirt and Blue shorts/tracks
Wednesday	Orange T-shirt and Blue shorts/tracks
Thursday	Formal uniform - See table below
Friday	Orange T-shirt and Blue shorts/tracks

Uniform Policy



Guidelines

Thursday formal uniform

Girls: Grades 1- 12	Boys: Grades 1-12
Blue shirt (half sleeve shirts)	Blue shirt (half sleeve shirt)
American Khaki skort for Grades 1 to 5	American Khaki shorts for Grades 1 to 5
American Khaki trousers for Grades 6 to 12	American Khaki trousers for Grades 6 to 12

Uniform during Winter:

From 1st December to 31st January, Grade 1 to 5 girls and boys wishing to wear long trousers/track pants may do so.

Special Uniform:

- School Blazer is mandatory for members of the Senior Student Council and for students representing the school at MUN/Round Square/other formal events. (Parents will be informed by mail, prior to the event, if the purchase is required)
- School branded track pants are mandatory for students of Grades 6 & above going on Community Outreach and Field Trips. Jeans and other sportswear are unacceptable.
- Students of grades 1 to 4 would need football trainers for the artificial turf.



Uniform Policy



Expectations

- All students are expected to adhere to the correct uniform for that specific day at all times.
- All students are expected to dress neatly and in well fitting uniforms: orange t-shirts and navy blue shorts/tracks, light blue shirt and khaki shorts/skort/trousers.
- All students are expected to ensure the uniform is of the appropriate size and fit and is washed and ironed.
- All students may wear ANY black coloured, non marking sports shoes to school on all days. Pls note: any brand is acceptable as long as it is entirely black.**
- All students are expected to wear ankle length socks which are navy blue or black.**
- All students are required to wear the school jacket /blazer ONLY and only school uniform track pants/shorts.**
- All students who grow their hair out are expected to maintain a neat look by grooming it regularly and tying it up.
- All students are expected to refrain from using hair colour. (Students of Grade 11&12 can use subtle highlights. Bright colours and global colouring is not permitted)
- All male students are expected to have neatly groomed and well kept beards/moustaches.
- All students are expected to keep their fingernails free of nail-polish.
- All students are expected to refrain from using looped or hanging style earrings, expensive jewellery or bracelets- these can cause injury during sports and other activities.
- All students are expected to refrain from using makeup - eyeliner, lipstick, eyeshadow, blush - while in school.
- All students are expected to refrain from having tattoos on any visible part of their body.
- All students are expected to be in the formal school uniform when representing school or participating in a school event.**



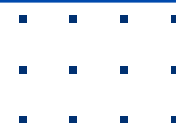
Bus policy

We consider the school bus to be an extension of the campus, so all school rules will apply on the bus. Safety is of paramount importance and each student is required to swipe their RFID cards when they board and exit from the bus.

Students are expected to maintain proper decorum on the bus. Students should:

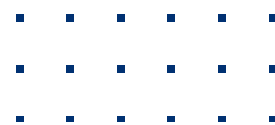
- Remain seated.
- Keep noise levels low.
- Not disturb others
- Not stick hands or head out of the window.
- Not be rude to people on the road
- Not litter the bus.
- Do not throw projectiles out of the bus.
- Not damage bus seats.
- Not make wrong hand gestures on the bus/ to the public on the road
- If a student fails to observe these rules, penalties including exclusion from the bus service, will apply.
- There will be a Lady Caretaker on each bus. Teachers also use bus services and provide extra supervision on the buses. In buses where faculty members are not travelling, a senior student will be appointed to oversee, peace and order in the bus.
- The Lady Caretaker/teacher in charge is responsible for maintaining discipline on the buses. Any serious offence will be reported to the School Management.
- Each bus will be equipped with a GPS for parents to monitor the vehicle's location and arrival. The Mobile App for this can be downloaded from Google Play or App Store depending on the kind of mobile you have. The name of the app is r10Bus Parent App. This App will enable parents to know the location of the bus their child is travelling in, as and when required (after the Route List is finalized).
- Students should be ready and waiting at their stops 5 minutes before pick up time.

Transport Policy



- Bus routes are very tightly scheduled in order to get the children and teachers to school on time. The buses WILL NOT wait for latecomers, either at the stop in the morning or at school in the afternoon.
- Inform the driver or teacher if your child is not attending school (this will prevent the bus driver from waiting at the stop).
- Students who are carrying their phones (Grades 10, 11, 12 only) are not allowed to make phone calls on the bus without a teacher's permission. Mobile phones can be used only for music and not social media/ browsing the internet.
- Laptops/ Tablets or any smart gadget cannot be used on the school bus for any purpose.
- Senior school students are not allowed to share their mobile phones/headphones/earphones with the junior students.
- Often there is a traffic jam for as long as 15 minutes on the return journey, and it is not possible to inform every parent of the delay. Parents are welcome to call the Lady Caretaker / teacher on the bus or track bus progress through the Whatsapp live location/ GPS App.
- Students are not allowed to travel on a bus route other than their designated one. This is important to keep track of students and ensure student safety. Changes in bus routes will not be entertained, unless there is a shift of residence. In which case info1@inventureacademy.com has to be informed as well as the transport vendor.
- Only one residential address per student will be accepted for regular pick up and drop off.
- Any change in pick up/drop or mode of transport by the students, even for a day, should be notified to the school authorities (info1@inventureacademy.com), grade teacher and transport coordinator in writing by parent/authorized guardian.
- Bus timings/routes may periodically change to help students reach quicker/accommodate new students.
- The buses cannot provide door-to-door service, as this adds to travel time and students should not spend an inordinate time commuting to and from school.
- After School Bus Routes will be at common drop off points and not at the morning pick up bus stops.

Phone Policy



- Only students of Grade 10,11 & 12 are allowed to carry their phones to school.
- Students of Grades 10,11 & 12 are allowed to use their phones on the bus to communicate with their parents /listen to music.
- Students must keep their phones switched off as soon as they enter the school premises.
- Students are not allowed to use their phones at any time during school hours on the campus.
- Students are not allowed to take photographs of other students in their school uniform and/ or post the same on any social media platform.
- Misuse of the phone will result in confiscation and the phone and Sim card will be returned after 2 months.

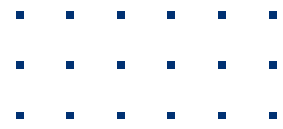
Regular Days:

- Students will need to deposit their phones into their respective grade and section wise phone-collector boxes, which will be placed at the Senior School entrance gate every morning. The phones cannot be taken into the Hub or into the school building.
- Students using their own transport will also need to enter via the same senior school entrance gate to deposit their phones in the phone-collector boxes.
- Students will collect their phones from the phone-collector box only when they are leaving school.

Examination Days:

- Students will need to deposit their phones into their respective phone-collector boxes which will be placed at the senior school entrance gate.
- Students using their own transport will also need to enter via the same senior entrance gate to deposit their phones in the phone-collector boxes.
- In case a student arrives at school post 8:00am they are required to ask for their phone-collector box at the reception area and deposit their phones.
- After the student completes their examination, they will need to collect their phone from the respective phone collector box from the Security at the main door entrance.
- If the student has more than one exam in the day, they will NOT collect their phones until they are leaving the school campus.

Phone Policy

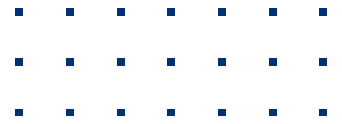


- Special Days (MUN, PODS, Round Square, Independence Day, Production, Sports, Inventuring, etc)
- Students are allowed to carry their phones or any electronic device on special days ONLY after a teacher approves it.
- Each student will need to carry a 'note of consent' signed by the teacher who has allowed them to use the phone or any electronic device on campus. This consent could also be in the form of an email from the respective teacher.
- The 'note of consent' needs to be carried by the student at all times while using the phone or any electronic device.

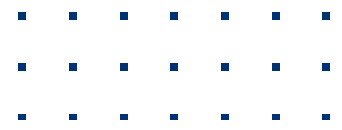
Things to keep in mind:

- All students will need to ensure they do NOT carry their phones on them beyond the entrance of the school campus.
- Any student found carrying or using an electronic device that is not approved of by a teacher, will have their device apprehended for two months from the date of apprehension.
- During the use of an electronic device in PODS, a Sim card is NOT allowed in the device.
- There will be spot checks and bag checks at random, conducted during the academic year.
- Students are not allowed to take photographs of other students in their school uniform and/ or post the same on any social media platform. This also applies on days when a uniform is not mandated.
- Examination Days: In case a student is found carrying their phone during exam time or between exams, the phone and Sim card will be apprehended for a period of 2 months.
- Special Days: in case the student is not carrying a 'note of consent' by the teacher, the phone and Sim card will be apprehended for a period of 2 months.

Laptop Policy



- Students are allowed to carry their personal laptops to school, however, the usage of the laptop is strictly meant for academic purposes. Students are also required to carry their headphones to ensure that sounds from their laptops do not disturb other students in the class.
- Misuse of the laptop for any nature of non academic purpose including messaging, chatting, taking photographs, gaming, social media, surfing the internet, using it on the buses or outside class, viewing inappropriate or adult content etc will lead to appropriate consequences including confiscation of the device.



Glossary of terms

Respect	Due regard for the feelings, wishes, or rights of others.
Inclusion	The action or state of including or of being included within a group or structure.
Academic honesty	Completing all academic work without cheating, lying, stealing, or receiving assistance from any other person or using any source of information not appropriately authorised or attributed.
Dynamism	Full of energy and new, exciting ideas
Forbidden	Not allowed, banned
Non- compliance	Failure to act in accordance with a wish or rule
Punctuality	The quality of being on time
Inappropriate	Not suitable in the circumstance
Foul language	Expressions such as swear words that are regarded as coarse, obscene, or otherwise unacceptable in polite or formal speech
Bullying	Seek to harm or intimidate
Conflict	A serious disagreement or argument
Derogatory	Showing a disrespectful attitude
Exclusion	Leaving someone or something out

Appendix



Develop Teamwork and Individuality

- Students have the responsibility to be tolerant of other people's views and opinions.
- Students have the responsibility to maintain and build a sense of community with their classmates.

Encourage Sensitivity and Compassion

- Students have the responsibility to respect the learning needs of other students.
- Students have the responsibility to refrain from behaviour which would interrupt the work of any class or hinder the learning opportunities of other students.
- Students have the responsibility to treat each other with respect, dignity and compassion.
- Students are responsible to practise sensitivity and compassion for themselves and for others.
- Students have the responsibility to ensure not to bully, tease or hurt anyone's feelings about their weight, gender, height, race, nationality, sexual orientation, ancestry, disability.
- Students have the responsibility to speak to a trusted adult in school in case they/ their friend is feeling physically or emotionally at unrest.

Appendix



Encourage Sensitivity and Compassion

- Students have the responsibility to be sensitive and compassionate toward people around them.
- Students have the responsibility to work toward preserving our environment, conserving electricity and not wasting water.

Build Integrity and Freedom with Responsibility

- Students are responsible to maintain the highest standard of integrity at all times.
- Students are responsible for ensuring a high standard of academic honesty and plagiarism will not be tolerated.
- Students are responsible for their own behaviour and its consequences.
- Students have the responsibility to uphold the reputation of the school by observing an appropriate standard of behaviour in transit to and from the school and when wearing school uniform.
- Students have the responsibility to wear the approved school uniform.
- Students have the responsibility to uphold all the school's values.
- Students have the responsibility to be honest and speak the truth at all times.
- Students have the responsibility to ensure no graffiti or damage is done on the classroom desks, walls and toilets.
- Students have the responsibility to ensure they do not waste food/ throw away food.

Appendix



Build integrity and Freedom with Responsibility

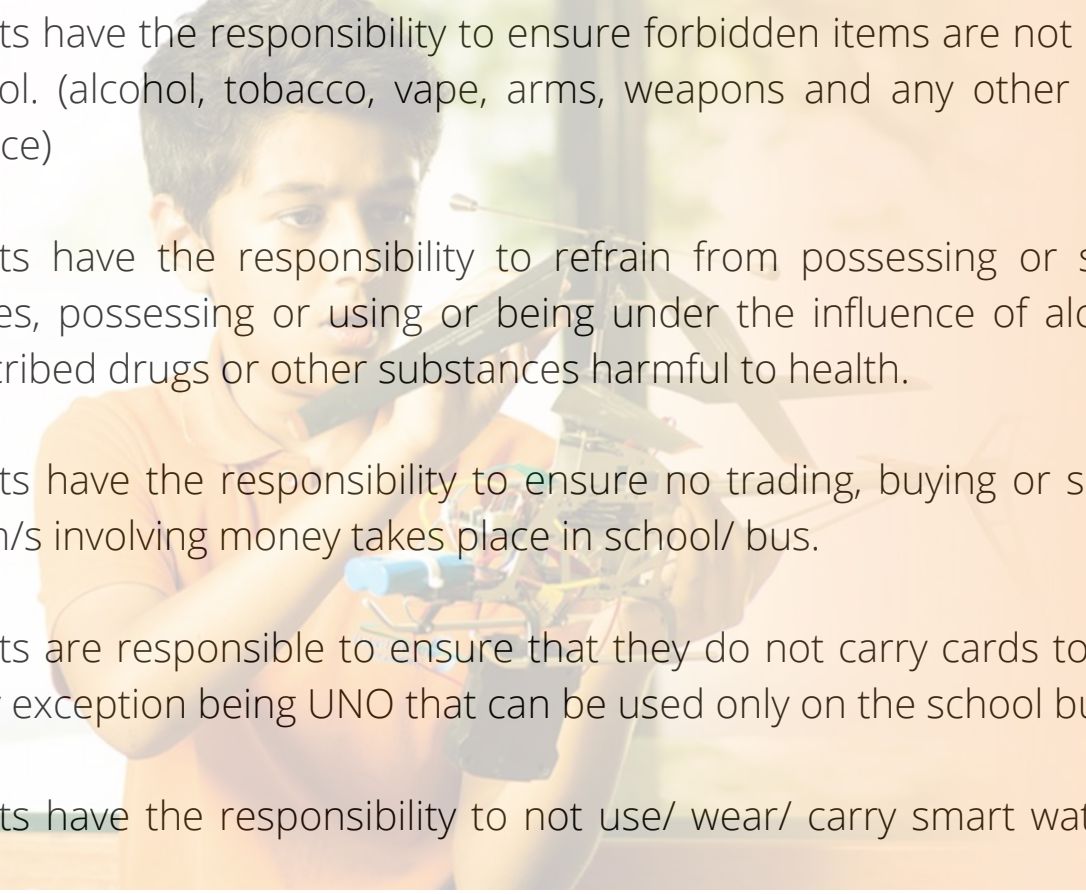
- Students have the responsibility to ensure they do not take a photograph (with any electronic device) of another individual on campus without their consent.
- Students have the responsibility to maintain a healthy personal boundary from one another and not engage in public display of affection of any sort.
- Students of Grade 10-12 have the responsibility to hand in their phones before entering the school premises.
- Students below Grade 10 and below have the responsibility to ensure not to bring in their mobile phones or any other electronic gadget to school.

Inculcate a Passion for Excellence

- Students are responsible for attending school and classes regularly.
- Students have the responsibility of timely completion of academic submissions.
- Students have the responsibility to read the bus rules displayed in every bus to ensure a safe and happy ride to and from school.
- Students have the responsibility to reach school before 7.30am and be seated in class by 8.00am.

Appendix

Inculcate a Passion for Excellence

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- Students have the responsibility to ensure forbidden items are not brought to school. (alcohol, tobacco, vape, arms, weapons and any other harmful substance)
 - Students have the responsibility to refrain from possessing or smoking cigarettes, possessing or using or being under the influence of alcohol or unprescribed drugs or other substances harmful to health.
 - Students have the responsibility to ensure no trading, buying or selling of any item/s involving money takes place in school/ bus.
 - Students are responsible to ensure that they do not carry cards to school, the only exception being UNO that can be used only on the school bus.
 - Students have the responsibility to not use/ wear/ carry smart watches to school.
 - Students have to use their laptops in a responsible manner and refrain from accessing porn, games and any social media platforms or websites from the no-access list.

New World.
New Learning.

