



Scoil Bhríde,
Mionloch,
Gaillimh.

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Scoil Bhríde Code of Behaviour

Good behaviour is based on good relations between parents/guardians, child and school. In Scoil Bhríde, we hope to foster this ideal in co-operation with our parents/guardians. We have adopted a positive code of behaviour with emphasis on encouragement and reward so that good behaviour can prevail in our school.

The Board of Management of the school has ultimate responsibility for behaviour in the school. Within the school, the overall day to day responsibility for behaviour rests with the Principal. Each teacher has the responsibility for the maintenance of good behaviour and good order within his/her classroom while sharing a common responsibility for good behaviour within the school premises.

Parents/guardians can support the school by encouraging their children to understand the need for school rules, and by communicating any relevant concerns to the school.

The aims of the Code of Behaviour of Scoil Bhríde are:

- To provide guidance for pupils, teachers and parents on behavioural expectations.
- To provide for the effective and safe operation of the school.
- To allow the school to function in an orderly way where children can make progress in all aspects of their development.
- To develop pupils' self-esteem and to promote positive behaviour.
- To create an atmosphere of respect, tolerance and consideration for others where everyone is accepted for who they are and where it is accepted that the school is a place where everybody can feel safe.
- To foster the development of a sense of responsibility and self-discipline in pupils based on respect, consideration and tolerance of others.
- Pupils are expected to have all required books and materials every day and to obey teachers' instructions.
- To encourage children to take personal responsibility for their own learning and behaviour.
- To enable teachers to teach without disruption.
- To ensure the safety and wellbeing of all members of the school community.
- To assist parents and pupils in understanding the systems and procedures that form part of the code of behaviour and to seek their co-operation in the application of these procedures.
- To ensure that the system of rules, rewards, and sanctions are implemented in a fair and consistent manner throughout the school.

- To promote positive behaviour and self-discipline, recognising the differences between children and the need to accommodate these differences.

The following are the standards of behaviour that shall be observed by each student attending the school and a description of the school rules.

In Scoil Bhríde:

- Each pupil is expected to be well behaved and to show consideration for other children and adults.
- Each pupil is expected to show respect for the property of the school, other children's and their own belongings.
- Each pupil is expected to attend school on a regular basis and to be punctual.
- Each pupil is expected to do his/her best both in school and for homework.
- Each pupil is expected to tell the truth and to report unacceptable behaviour towards themselves or towards others.
- Each pupil is expected to try everything.
- Each pupil is expected to include fellow pupils and not to deliberately leave other pupils out.
- Each pupil is expected to observe the highest standards of sportsmanship in every game they play.
- Each pupil is expected to behave in an orderly fashion when going from place to place within the school.
- Each pupil is expected to exercise care and attention while on the school campus.
- Each pupil is expected to be punctual and come fully prepared for each day's work with the necessary books, writing materials, sportswear and with all homework (oral and written) comprehensively prepared.
- Each pupil is expected to be mindful of their own safety and that of others and never do anything which might endanger that safety.
- Pupils shall not engage in any activity which might cause upset or harassment to another pupil or pupils, or interfere with other pupils' rights to engage in school work or recreation without interruption or disturbance.

Towards this end the following rules shall be observed:

Respect

- Pupils shall show respect to themselves, their fellow pupils, their teachers and any visitors to the school.
- Pupils shall show respect to the teachers and school auxiliary staff and shall obey them in the lawful exercise of their authority.
- Pupils shall not engage in behaviour, directly or indirectly, which may prevent, interrupt or interfere with teachers in the exercise of their duties and responsibilities.

Bullying: Please note the school's anti-bullying policy.

- Bullying is defined as repeated aggression, whether verbal, psychological or physical conducted by an individual or group against others.
- Every pupil in Scoil Bhríde has the right to enjoy his/her learning and leisure free from intimidation, both in the school and in their communities.
- Our school community will not tolerate any unkind actions, name-calling or unkind remarks even if these were not intended to hurt.
- Pupils should respect each other by reporting all instances of bullying.
- Cases of bullying will be dealt with under the school's policy on bullying.

An Ghaeilge

- We always try to speak Irish at school.

Property and personal possessions

- Pupils shall respect the property of the school and that of each member of the school community.
- Pupils shall not take without permission, deface, damage, hide, or write on property which does not belong to them.
- Pupils shall keep their classroom tidy and free from litter.
- The school premises and grounds shall also be kept free from litter. Litter will be deposited in the appropriate bins or bags.
- Pupils shall not misuse, neglect or interfere with school equipment, especially that which is provided for their safety.
- All breakages or damage shall be reported immediately to the Principal or class teacher.

Attire

- All pupils shall wear runners on the days designated for sports. Pupils will not be permitted to partake in a PE class if their attire is unsuitable or unsafe.
- Pupils who receive gear from the school when playing on school teams are required to take good care of it and return it to the school clean and on time each week.
- Chewing gum is not permitted in the school at any time.
- Pupils are not permitted to smoke and should not have in their possession at any time tobacco products, drugs or alcohol.

Communication

- Mobile phones are not permitted in school. If a child must bring a phone to school, it will be left in the Secretary's Office and powered off for the school day. The child will collect their phone on their way home at 3pm.

Personal effects

- Pupils will have the correct textbooks, copy books and implements for all subjects.
- Pupils' names will be clearly written on all equipment, books and copies.
- Pupils will keep their journals tidy at all times.

Whole school approach to promoting positive behaviour

This code of behaviour, on its own, cannot create the environment that makes it possible for pupils to learn and behave well. Our school climate, values, policies, practices and relationships support our code of behaviour. For this reason we as a school community have adopted a whole-school approach to behaviour.

Staff

- Staff members as a team have opportunities to confirm that all school policies and practices support the objectives of the code of behaviour. These opportunities are provided as follows at Staff Meetings, Curriculum Planning Meetings, School Planning Days and Policy Review Meetings.
- The code of behaviour is discussed regularly at Middle Management meetings.
- Children with special education needs are monitored by the class teacher in order to ensure that they comply with the code of behaviour. Where it is established that a child presents with behavioural difficulties arising from his special education needs the relevant issues will be addressed in the child's IEP in consultation with the class teacher, SET teacher and parents.
- The school's SPHE curriculum supports the code of behaviour. It aims to help our children develop communication skills, appropriate ways of interacting and behaving, and conflict resolution skills. It also aims to foster self-esteem and to help children accommodate differences and develop citizenship.

Board of Management

- The Board of Management is responsible for the development of Scoil Bhríde's Code of Behaviour and its continuous review.
- The Board of Management supports the staff in implementing the code of behaviour.
- The Board of Management addresses cases of misbehaviour during the year as outlined in this Code.

Parents

- Parents are given a copy of the code of behaviour prior their application for the enrolment of their child and they are invited to read it.
- Parents are requested to sign a copy of the Code of Behaviour before a child starts in the school.

- Parents support the school in the promotion of positive behaviour and the maintenance of high standards of behaviour in the following ways:
 - Parents ensure their children attend school regularly and punctually.
 - Parents encourage their children to do their best and to take responsibility for their work and behaviour.
 - Parents make themselves aware of, and co-operate with the school's rules and system of rewards and sanctions.
 - Parents attend meetings at the school if requested.
 - Parents help their children with homework and ensure that it is completed.
 - Parents ensure their children have the necessary books and materials for school.

The following methods of communication are to be used within the school:

- Informal/formal parent/teacher
- Through children's homework journal (infants do not have a homework journal, please check bags for notes)
- Letters/notes from school to home and from home to school
- School notice board
- Newsletters/school web-site/e-mails
- Text-a-Parent service.

Pupils

- Pupils are regularly involved in discussions in relation to the Code of Behaviour and they have a central role in drafting classroom rules and through the SPHE curriculum. *(Each pupil from Rang 1 - Rang 6 is required to sign a school code)*

Positive Strategies for Managing Behaviour

The classroom

The following positive strategies are used to promote positive behaviour in the classroom:

- Pupils are involved in drawing up the class rules.
- Class room rules are clearly displayed.
- Positive behaviour is praised.
- Clear directions are given.
- A wide range of activities and methodologies are employed to foster children's interest in learning.
- School and class rules are frequently discussed and debated.
- All classes adhere to a time table.

Rules for all classes

- We respect the property of the teacher and therefore we don't take anything from the teacher's desk without permission
- We respect the property of other children and therefore we don't damage others' property or take anything from their desks or bags without permission
- We respect our own property and give our books and copies due care by not tearing out pages or drawing on the covers.
- The teacher writes on the white/interactive board (children only do so when asked)
- We keep our desks clean and tidy and we are careful not to mark them
- If a person wishes to leave the room, he/she gets permission first
- We show respect for the school by being punctual.
- We follow the particular rules which our own teacher has for our class.

These can be summed up as 6 Golden Rules:

1. We listen. We don't interrupt.
2. We are gentle. We don't hurt others.
3. We are honest. We tell the truth.
4. We are kind.
5. We work hard. We don't waste time.
6. We look after property. We don't damage things.

These 6 "Golden Rules" will be the main ones used for infant classes. Rules apply during school-time and during all school related activities.

At lunchtime

- We all sit when eating our lunch
- We eat the lunch we have been given at home and as such we don't trade lunches with others
- We eat healthy foods in our school so we don't bring fizzy drinks, crisps, sweets, chocolate or chewing gum to school
- On wet days, we sit during the break and we play games, read, watch a presentation on the Interactive Whiteboard or take part in some other activity
- Pupils must remain within school boundaries at all times during school hours
- In the yard, pupils must play safely at all times. Anti-social, dangerous or hurtful behaviour is forbidden (e.g. wrestling, headlocks, jockeybacks etc)
- Pupils must walk to the line when bell rings and remain there until called in by their múinteoir.

In the school yard(s)

In the school yard the following strategies are used to promote positive behaviour and to address negative behaviour:

- Rules pertaining to the school yard are clear and are regularly discussed in classrooms.
- Teachers supervise at break and lunch times. A supervision rota is in place. Special needs assistants are involved in supervision every lunch time.
- There is equipment available to children at lunchtime which promotes game playing and co-operation.
- When the days are too wet to go outside children remain in their classrooms and teachers supervise. Board games are available as well as presentations for the interactive boards.

Elsewhere in the school

Pupils are requested:

- To walk quietly in a mannerly fashion in straight lines through the school corridors.
- Yield to a younger class or to a small group or individual at the doors.
- To be courteous and mannerly towards people.
- To address visitors and welcome them to the school.

General Behaviour

- When we speak to each other (children or teachers), we speak respectfully, mannerly and in a normal tone of voice. We like mannerly phrases (go mo leithscéal, go raibh maith agat, tá fáilte romhat, etc.)
- We don't interrupt others (children or teachers) when they are speaking to each other
- We show respect for visitors who come to the school
- If the teacher leaves the room we follow the class rules as if the teacher were in the class
- Déanaimid iarracht i gcónaí Gaeilge a labhairt sa scoil

Parents/Guardians' Responsibilities

- Encourage children to have a sense of respect for themselves and for property.
- Ensure that children attend regularly and punctually.
- Be interested in, support and encourage their children's school work.
- Be familiar with the code of behaviour and support its implementation.
- Co-operate with teachers in instances where their child's behaviour is causing difficulties for others.
- Communicate with the school in relation to any problems which may affect child's progress/behaviour.
- Return school property if it has been given on loan.
- Check your child's bag regularly for notes and to keep it organised.

Items not allowed in school

- Pen knives, Glass bottles, Water guns, Matches / lighters
Heelies or roller-shoes
- Crisps, sweets, chocolate, chewing gum and fizzy drinks
- Mobile phones- except with special permission from parents and class teacher for exceptional circumstances. In other words, if a child brings a mobile phone to school for use after school, the phone will be kept in the office for the duration of the school day.
- Missile toys (slings, catapults, guns that fire missiles, etc)
- Invitations to parties or events unrelated to school life (e.g. birthday parties) are not allowed to be distributed during school hours out of understanding for non-invitees. Parents should arrange for these to be distributed privately, before or after school and outside of school grounds.
- Likewise pupils returning from holidays etc may not distribute sweets, gifts for class during school hours.
- Electronic games / consoles or music players (MP3, ipods, etc) may not be brought to school. Children should be socialising during break times.

- Make-up, lip gloss and other cosmetics are not to be worn in school.
- Other items may be banned from time to time if deemed necessary (e.g. football cards, silly bands, trend items)

Before/After School

Parents are reminded that the staff of the school does not accept responsibility for pupils before official opening time of 9.20 a.m. or after the official closing time of 2.00 p.m. (infants) 3.00 p.m. (other classes) except where pupils are engaged in activities organized and supervised by teachers of Scoil Bhríde, such as school tours and outings. The pupils involved in such activities are expected to behave in accordance with school behaviour policy during these times. The staff of Scoil Bhríde does not accept responsibility for privately run activities outside of school hours such as music classes, dancing and sport.

Other activities associated with the school

The rules and standards of behaviour as outlined in this policy are applicable to all activities related to the school and to school tours.

Rewards and Sanctions

Strategies/Incentives for Positive Behaviour

Positive behaviour within the school is rewarded in the following way.

- Star in the journal/star chart system
- Subject / night off homework after gaining a certain amount of stars
- Praise positive behaviour as one witnesses it
- Improvements in behaviour to be noted, shared with the Principal / Parents. This might involve a visit to the office or a note home in the case of parent.
- A quiet word or gesture to show approval.
- A comment on a child's exercise book or homework journal
- A visit to another class or Principal for commendation.
- Praise in front of class group.
- Individual class merit awards, points awards or award stamps.
- Delegating some special responsibility or privilege.
- Written or verbal communication with parent.
- 'Bualadh Bos' in class or special mention when children in the line at break time.

Strategies for dealing with inappropriate behaviour

Sanctions are used to deal with inappropriate behaviour. Every effort is made to discuss inappropriate behaviour with the children involved and to help them reflect on their behaviour and take responsibility for it.

Sanctions are used to preserve the dignity of all parties and to help pupils reflect on their own behaviour.

A sanction may also:

- reinforce the boundaries set out in the code of behaviour
- signal to other students and to staff that their wellbeing is being protected.

In instances of more serious breaches of school standards, sanctions may be needed to:

- prevent serious disruption of teaching and learning
- keep the student, or other students or adults, safe.

The following steps are taken when addressing inappropriate behaviour within the school:

- Reasoning with the child, making him/her aware that their behaviour is unacceptable.
Pointing out the rule in question
- Verbal reprimand/warning
- Withdrawal of privileges (golden time / morning activities / loss of post of responsibility)
- Extra written work given (e.g. writing out the story of what happened, extra homework)
- Child to be removed from peers/friends
- Child to be sent to another classroom for a period/Time out in another class.
- Child to be sent to the Principal.
- Child to be removed from a specific school activity (e.g. sport, tours)
- Another sanction which is appropriate at the time
- Note to parents in the homework journal/Speak with parent
- Incident report to be written by child and sent home for parent's signature
- Useful job around the school at lunchtime*
- *Missing part of lunch break*
- *Withdrawal of school tour privileges*
- *Removal from school team*
- *Principal's permission to be sought in these cases*
- Inform Principal of incident.
- Meeting with parents regarding the difficulty/behaviour
- Board of management take up the issue for further action e.g. suspension and expulsion (in accordance with rule 130 of the Rules for National Schools as amended by circular and Education Welfare Act 2000).
- Pupils will not be deprived of engagement in a Curricular Area except on the grounds of health and safety.
- Usually sanctions will relate as closely as possible to the behaviour.

In the school yard

1. Verbal warning.
2. Standing out for a period not longer than 10 minutes.
3. Incident reported to the child's class teacher.

Parental involvement in the managing of mis-behaviour

A co-operative approach is essential to the effective implementation of this code of behaviour.

- The homework journal is used to make informal contact with parents
- In the infant classes the teachers approach parents informally to inform them of incidents of misbehaviour and to discuss ongoing issues
- Formal meetings between parents and teachers are arranged when there is genuine alarm as to a pupil's behaviour
- Formal meetings between teachers, parents and the Principal are arranged where continuous misbehaviour is ongoing
- Where a parent is worried about any aspect of their child's behaviour they are encouraged to make contact with the class teacher

Managing threatening or violent behaviour

Where it is found that the aggressive or violent behaviour of a pupil cannot be managed successfully through the application of a combination of positive behaviour management strategies and sanctions and that the suspected underlying cause is emotional in nature the following steps will be taken:

- The parent's shall be advised by the principal that it is the considered opinion of school staff that the child may have emotional and behavioural problems and a recommendation that the child be referred for an assessment (this to be discussed with the school psychologist also).
- with the help pf the SENO to seek resources and support from the services available e.g. SESS NEPS, HSE

If violent or threatening behaviour poses a risk to the child himself or to the health and safety of the other children or staff the child will be suspended in accordance with the school's suspension policy. A child may be put on a shortened day or may be expelled from the school. The school is obliged to ensure the health and safety of the entire school community.

Suspension / Expulsion

Suspension

With regard to suspending a pupil the Board of Management will follow the guidelines outlined in the document 'Developing a Code of Behaviour: Guidelines for Schools, NEWB'. Among the principles involved will be:

- Developing and documenting good practice in relation to the use of suspension
- Having fair procedures for investigation and decision-making
- Having procedures for informing parents and students about their right to appeal
- Having a system for regular review by the Board of Management of the use of suspension in the school.

Expulsion

With regard to expelling a pupil the Board of Management will follow the guidelines outlined in the document 'Developing a Code of Behaviour: Guidelines for Schools, NEWB'. Among the principles involved will be :

- Developing and documenting good practice in relation to the use of suspension
- Having fair procedures for investigation and decision-making
- Having procedures for informing parents and students about their right to appeal
- Having a system for regular review by the Board of Management of the use of suspension in the school.

Appeals

Under Section 29 of the Education Act, 1998, parents (or pupils who have reached the age of 18) are entitled to appeal to the Secretary General of the Department of Education and Science against some decisions of the Board of Management, including (1) permanent exclusion from a school and (2) suspension for a period which would bring the cumulative period of suspension to 20 school days or longer in any one school year. Accordingly, schools should advise parents of this right of appeal and associated time frame if it has been decided to suspend or permanently exclude a pupil. Appeals must generally be made within 42 calendar days from the date the decision of the school was notified to the parent or student. (See Circular 22/02)

Procedures for informing the school of a child's absence

The Education Welfare Act, 2000, Section 23 (2)(e) states that the code of behaviour must specify, "the procedures to be followed in relation to a child's absence from school."

Section 18 of the Education Welfare Act 2000 stipulates that parents must notify the school of a student's absence and the reason for this absence. All absences should be communicated to the school in writing stating the reasons for absence.

Where a child exceeds 20 days absences this must be communicated to the Education Welfare Board. This is a legal requirement on the school. Where a child's absence is due to illness this is communicated to the Board.

The school rewards children who have full attendance every year.

The success of this policy will be assessed in some of the following ways:

- Observation of positive behaviour in class rooms, playground and school environment
- Practices and procedures listed in this policy being consistently implemented by teachers
- Positive feedback from teachers, parents and pupils
- All members of the school community have an important role to play to ensure that Scoil Bhríde's Code of Behaviour has a positive effect on the lives of the children and staff of the school.
- The Board of Management and the teaching staff are responsible for the implementation of the policy and for reviewing the policy as outlined below.
- Pupils have a responsibility to read the policy, respect and maintain the standards of behaviour as laid down by the school.
- Parents have a responsibility to support the Board of Management and the staff in their implementation of this code of behaviour

Date for Implementation

This Code will be implemented from the beginning of the school year 2016.

Timeframe for Review

The question of reviewing the management of behaviour is a continuous process. The Code of Behaviour will be discussed annually at staff meetings and Board of Management meetings. The Code will be formally reviewed during the 2019 - 2020 school year.

Ratification and Communication

This code will be published in the pupils' journal. A copy will be uploaded to the school website as well as hard copies being available from the school office. All new families to the school will be given a copy and they will be required to sign acceptance of the policy once their child is accepting a place.

This policy was adopted by the Board of Management on _____ [date]

Signed:- _____

Signed:- _____

Chairperson of Board of Management

Principal

Date: - _____

Date: - _____

Review

Date of next review:- _____

