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Code of Discipline / Behaviour

Introduction:

This code was developed in consultation with the staff, parents and the Board of Management, in compliance with Section 23 of the Education (Welfare) Act, 2000. It translates the expectations of the school community into practical arrangements, routines and procedures which ensure that its aims are implemented and that the particular needs and circumstances of our school and community are met. The purpose of this policy is to promote positive behaviour, to allow the school to function in an orderly and harmonious way and to enhance the learning environment where children can make progress in all aspects of their development.

This policy reflects our school Ethos and Mission Statement, where we endeavour to nurture the children to achieve their full potential, explore their talents and promote all aspects of their development. This can only be achieved where a high level of respect and co-operation exists between staff, parents and pupils.

The Ethos of our school:

St. Patrick's N.S., Clara, is a Catholic primary school. We promote Catholic teaching and values. We respect the rights of all children and their parents regardless of their beliefs.

Our Mission Statement:

"To provide a welcoming, caring and safe environment which promotes confidence and self-esteem, to nurture children to achieve their full potential where the talents of the child are valued and respected; and to promote their personal, social, academic and spiritual development".

Aims:

- To allow the school to function in an orderly and harmonious way.
- To enhance the learning environment where children can make progress in all aspects of their development.
- To create an atmosphere of respect, tolerance and consideration for others.
- To promote positive behaviour and self-discipline, recognising and acknowledging the differences between children.
- 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 is implemented in a fair and consistent manner.
- To instill in all pupils a sense of self-worth and sense of respect for themselves and others.

Content of Policy

The school's SPHE curriculum is used to support 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.

Positive strategies for managing behaviour:

Classroom

The following positive strategies are used by staff to effectively manage behaviour in the classroom. e.g.

- "Ground rules"/ behavioural expectations in each class that are consistent with the ethos as expressed in the code of behaviour and which set a positive atmosphere for learning. We outline that:
 1. We will pay attention in class and will continue to work when teacher is working with other groups within the multi-class situation.
 2. We will work quietly not disturbing others.
 3. Projectile objects are dangerous, we will respect each other and refrain from throwing objects.
 4. We will not bring dangerous objects to school.
 5. We will listen to teacher and others
 6. We will listen to one person at a time and we will respect their opinions
 7. We will follow the directions and instructions of the teacher.
 8. We will raise our hand to get teacher's attention and ask permission to leave our place.
- Pupils will input in devising extended class rules
- Teachers model positive behaviour and ensure that pupils understand and are frequently reminded of how they are expected to behave
- A clear system of acknowledging and rewarding good behaviour and sanctions for misbehaviour
- Classroom management techniques that ensure a variety of activities and methodologies to sustain pupil interest and motivation eg Class dojo, behavioural reward systems etc.

Playground(s)

1. We encourage all children to enjoy their play time by being active.
2. The school yard is divided up into different areas for different class groups. We expect all children to stay in their area.
3. Rough, dangerous or violent play is unacceptable. The safety of all pupils is of paramount importance.
4. We will ask permission from the teacher on duty to go to the toilet.
5. We will not bring food or drinks to the school yard.

Whole school approach to Promoting Positive Behaviour

An effective Code of Behaviour requires the co-operation of all stakeholders in the school. To this end there are specific roles and responsibilities in achieving high standards of behaviour in our school.

Staff

- All staff members have a responsibility to correct a student who is in breach of this code. The Code of Behaviour applies during all school related activities;
- As a staff we work together to devise reward/sanction programmes as necessary and we undergo any professional development necessary to ensure that there is a united front in dealing with behavioural matters;
- SPHE curriculum also supports our code of behaviour. This curriculum helps children to develop communication and problem-solving skills while fostering self-esteem.
- For children with Special Educational Needs, who may present with behavioural difficulties arising from their needs, learning support and class teachers liaise regularly to develop behavioural targets for such children consulting with NEPS as necessary;
- This behaviour policy is circulated to all teachers and all temporary or new staff are also made aware of the policy and its content. Through regular staff meetings and good communication, the policy will be reviewed and updated on an ongoing basis.

Board of Management

- Members of the Board of Management were involved in drafting this policy and the board will be involved in any future review of the policy;
- The Board of Management supports the code of behaviour in the school on an ongoing basis;
- The Board of Management supports the staff in implementing the code of behaviour and provides as necessary professional development in behaviour management education and training;
- The Board of Management gives authorisation for particular sanctions in the case of serious breaches of behaviour.

Parents

- Pupils are expected to attend every day unless there is a genuine reason for absence, in which case the school must be informed in writing, clearly stating the reason for absence. The Principal is required by law to report such absences to the National Educational Welfare Board.
- Pupils are expected to be on time for school each day.
- No child will be allowed to leave school during school hours without a signed letter stating time child is to be allowed home. Alternatively, parents may call to the school and having consulted with the class teacher, the principal or deputy principal, they may bring child home.
- Positive relationships are built from the start with parents and they are encouraged to take an active role in the development of their child. Teachers work in collaboration with parents to develop any specific behaviour plans needed for their child.
- There are clear channels through which parents can communicate any concerns they may have about a pupil.
- On the enrolment day, parents are given a copy of the Code of Behaviour in the school and the expectations of pupils are discussed, along with the role of parents in helping pupils to meet these expectations.
- Parents are encouraged to share information about anything that might affect a pupil's behaviour in school, and are informed how to go about doing this.
- Parents are notified early if there is a concern about a pupil's behaviour, so that ways of helping the pupils can be discussed and agreed.

- The school has a Parents Association. Parents are encouraged to get involved in this association as a structure through which they can work together for the best possible education for their children. Information is often offered through the Parent Association, such as talks or workshops or courses on behavioural matters and aspects of child and adolescent development.
- Parents are expected to: Equip pupils with appropriate school materials, sufficient healthy lunch and full uniform. Be courteous towards pupils and staff.
- Make an appointment to meet with a teacher/ Principal through the school office;
- Respect school property and encourage their children to do the same.

Pupils

- A student council were involved in drafting this policy.
- At the beginning of each academic year, the class teacher will draft a list of class rules with the children which reflect and support the school rules, but are presented in a way that is accessible to the children.
- The school rules will be revised at regular intervals with the children;
- Where difficulties arise, parents will be contacted at an early stage.

School rules specific to St. Patrick's N.S., Clara.

1. School starts at 9.00 a.m. and ends at 2.40 p.m. Pupils are required to be on time and remain on the school property and leave only with the permission of or in the care of a parent/guardian.
2. If absent we will always bring a written note or a parent/guardian will make contact with the school stating a reason for the absence.
3. All movement within the school must be in an orderly manner, with due regard for safety. Children are expected to walk on the corridors and to obey the school bell.
4. Pupils are absolutely forbidden to leave the school grounds without the permission/supervision of a teacher.
5. Pupils are required to bring all necessary equipment for school and to do their homework to the best of their ability.
6. Full uniform or tracksuit must be worn at all times on the days appointed.
7. We will ring the bell on time.
8. We will answer the bell immediately.
9. We will line up outside the door in an orderly manner.
10. We will walk into classroom in silence.
11. Foul language will not be tolerated. Aggressive or threatening behaviour to teachers or other pupils will be regarded as serious misbehaviour.
12. Mobile phones are not allowed in school.
13. No chewing gum allowed in school.
14. We will do our homework every night to the best of our ability.

Procedures to be followed when school rules are broken:

The following steps will be taken when a child behaves inappropriately. This list is by no means exhaustive. Teachers may put in place alternative measures bearing in mind the circumstances involved. The aim of any sanction is to prevent the behaviour occurring again and if necessary to help the pupil devise strategies for this.

1. Explanation of all rules of the school.
2. Reasoning with child.
When rules are broken it is our policy to reason with the child and advise them how to

improve.

3. Pupils may be temporarily removed from peers and placed in an alternative, supervised classroom.
4. Pupils may be temporarily removed to another class to give them time to calm down and consider their actions.
5. After a repeat or similar instance of misbehaviour and non-cooperation, the class teacher will write a note, in the homework journal, for the parents. This note must be signed by a parent to indicate that the parent knows about to issue.
6. If this behaviour continues, then a second note is sent by the class teacher, inviting the parents to come to the school to discuss the matter. The teacher will have recorded the chronology of events leading up to this point. It is hoped that the parent and teacher can then agree a programme of intervention. A behavior plan may be implemented if deemed necessary.
7. If children do not co-operate with teachers, teachers will notify parents verbally or by letter. Parents should feel free to communicate with teachers and visit the school at any time to discuss child's progress. Parent-Teacher meetings will be organised in the school. Every effort will be made to have children with special needs referred for assessment, subject to approval of parents.
8. Under no circumstances will physical aggression or online bullying be tolerated. Parents will be notified and appropriate sanction will be put in place.
9. Suspension. For repeated serious misbehaviour will be considered.
10. Expulsion may be considered in an extreme case of aggressive threatening or violent behaviour.

Suspension

Procedures on the use of suspension will be followed in accordance with NEWB Guidelines (Chapter 11, p70-78)

Immediate Suspension The Board of Management of St. Patrick's N.S., Clara, authorises the Principal to impose immediate suspensions in exceptional circumstances. The duration of an immediate suspension will not exceed a period of three days. The Board of Management will be notified of all instances of immediate suspension. Immediate suspensions may be warranted in cases such as:

- The student's own safety is at risk due to his/her behaviour.
- The safety of other children, staff or visitors to the school is compromised by the student's behaviour.
- The student is unable or unwilling to cease offensive behaviour after repeated requests from the school's staff.
- Teaching and learning is severely interrupted by the student's behaviour.

Where an immediate suspension is considered by the Principal to be warranted, a preliminary investigation will be conducted to establish the case for the imposition of the suspension. If the principal is of the opinion that a student should be suspended immediately for reasons of safety, he/she will notify the parents/guardians so that appropriate arrangements may be made for the collection of the student. The student will not be allowed to leave the school on his/her own.

Expulsion

Procedures on the use of expulsion will be followed in accordance with NEWB Guidelines (Chapter 12, p80-87)

Appeals

Parents may appeal the decision to expel to the Secretary General of DES. The appeals process under Section 29 of the Education Act 1998 begins with the appointment of a mediator. An appeal may also be brought by NEPS on behalf of the pupil.

Agreement

Parents/guardians who apply to enrol their children will be given a copy of the school's Code of Behaviour. An agreement signed by the parents/guardians to abide by the Code of Behaviour must be returned in advance of enrolment. The Board of Management of St. Patrick's N.S., Clara, acknowledges the support of Staff, Parents' Consultative Group and Student Representatives in the formulation of this code:

Children are expected to:

- Be well behaved and to show consideration for other children and adults.
- To show respect for school property, other children's property and their own belongings.
- To show respect for school resources e.g. games, mathematical apparatus, sport equipment etc.
- To attend school on a regular basis and to be punctual.
- To do his/her best both in school and for homework.

Conclusion

Through the implementation of this policy we aspire to create a school environment where teachers, pupils and all staff members can work together in harmony for the good of the whole school community. We wish to promote a welcoming atmosphere towards parents. We strive to create a school environment where learning is seen as important and rewarding. Everyone is respected regardless of their differences or religious beliefs. School and personal property are respected and a high standard of values are promoted and maintained.

The following policies should be read in conjunction with this policy:

- S.P.H.E Policy
- Anti-Bullying Policy
- Attendance Policy
- Child Protection Policy
- Parental Complaints Procedure

This policy was ratified by the Board of Management June 2019 and reviewed in June 2023. It will be reviewed at least once in each school year.

Signed: *Damien Treanor*
Chairperson of Board of Management
Date: 19/06/23

Signed: *Matthew McArdle*
Principal/Secretary to the Board of Management
Date: 19/06/23

