

## **Scoil Réalt na Mara Ballycotton: Code of Behaviour**

This Code of Behaviour was revised by the school staff in August 2019. It is drawn up to ensure that Scoil Réalt na Mara can operate efficiently as a school to serve the needs of pupils, teachers and the wider school community. It acknowledges that the Board of Management, the Principal, Class Teachers, other school personnel, pupils and parents/guardians all have rights and responsibilities.

Our vision for relationships and behaviour in the school is that each person within the school community should be treated fairly and with respect. The school promotes good behaviour by establishing incentives to promote good behaviour, setting out clear, concise rules which are discussed regularly, so the children understand what is expected of them. The rules are agreed on by children and teachers alike.

Our Mission Statement is “Working happily together we achieve our goals.”

Our Vision Statement is “Through teamwork, respect, caring concern and inclusion of each person, we in Scoil Réalt na Mara learn, discover and grow.”

1. Children should be led to see that self-discipline is an essential part of growing up for their own sakes and the sake of others.
2. Teachers should aim to treat each child fairly, firmly but with kindness.
3. Parents and teachers should seek each other’s full support to achieve and maintain good discipline.
4. Provide sufficient discipline and order within the school to enable children to develop their talents to their full potential.

### **Roles & responsibilities of staff in relation to behaviour**

The staff should be consistent and fair in relation to behaviour.

The purpose of the school rules is to create a situation where teachers and children can work together in harmony so that children can learn and teachers can teach in a caring and sharing atmosphere.

### **School Rules**

The following are School Regulations for good behaviour and discipline:

1. Be on time in the morning and at break-times. School opens at 9.00am for reception of pupils. All pupils are to be seated by 9.15.
2. Respect all other persons in the school as you would wish to be respected.
3. Obey instructions from teachers and other school personnel promptly and in good spirit, in class and at play, and show respect for the needs and rights of others.
4. Respect and show care for your own property, school property and the property of others.
5. Remain on school premises during school time, except when given specific permission to leave by a teacher. This permission can also be given on receipt of a written request in the appropriate section of the homework diary from parents.
6. Observe Safety Rules in classrooms, hallways and playground. Adhere strictly to Fire Drill instructions.
7. Undertake class and wider school responsibilities as appointed by teachers, e.g. litter control, tidying up etc.
8. Partake of games in a sporting manner being mindful of the needs and safety of others.
9. Complete homework assignments on time.

10. Provide a signed note in the appropriate section of the homework diary to explain any absences from school.
11. Observe the Rules of the Road going to and from school, and especially on entering and leaving the school premises. Please encourage your child to come in through the **school pedestrian gate**, and **not to walk in through the main gates**.
12. School uniform must be worn by all pupils from Monday to Thursday, and the school tracksuit must be worn on Friday, or any other days as notified by a teacher. A note from parents must be provided if school uniform is not worn.
13. There is a Healthy Eating Policy in the school which children are expected to adhere to.

Class teachers will go over these Regulations with pupils on a regular basis.

### **Absences:**

A parent shall write a brief signed note in the appropriate section of the Pupil Homework Diary to explain all absences. Prior notice of any planned absences should be given. When a pupil is absent due to illness or other unforeseen circumstance, the parent shall inform the school as soon as possible and note the absence in the Homework Diary. Roll Call is at 10am each morning. If the child is not present at 10am he/she will be marked absent unless the school is informed beforehand that the child will attend later in the day.

*The school is obliged to inform the NEWB of any pupil who has had 20 or more absences for any reason recorded during any one school year.*

### **Systems for acknowledging good behaviour, progress and effort:**

The following systems are in place for acknowledging and promoting good behaviour:

- Yard star on the door of each classroom: if a class retains the star for a full month, for good behaviour in the yard, the class will earn homework off on the first Monday of every month and a termly treat.
- As a weekly incentive, in-class Golden Time is available throughout the school.
- Power Points
- Marble Jar
- Extra yard time on Fridays.
- Kindness Week in September

Students, staff and parents can help each other to meet the standards expected in the school. Co-operation and support is needed from all members of the school community.

Parents or students can consult with the class teacher if problems arise.

### **Unacceptable behaviour**

The following five offences are serious breaches of discipline and may lead to suspension under Rule 130 Section (5), Rules for National Schools:

1. Assaulting another person in the school.
2. Abusive or foul language, aggressive, threatening or bullying behaviour towards others.
3. Theft or deliberate and serious damage to school property or personal property.
4. Leaving school premises without teacher's permission.
5. Continuous deliberate disruptive behaviour in class.
6. Deliberate and gross disobedience of a teacher on a disciplinary matter.

### **Sanctions:**

Before any disciplinary measures are taken the child should:

1. In the case of younger children, be asked if he/she understands that he/she has broken a School Regulation/Rule.
2. Be asked to state clearly which Regulation/Rule has been broken and be able to clearly describe his/her own behaviour.
3. Apologise sincerely for the misbehaviour.

Truthfulness and honesty will be actively encouraged in these situations and genuine sorrow taken into account. It is vitally important that the child is given a fair hearing before sanctions, if any, are applied.

If the teacher considers that sanctions are warranted, one or more of the following may be administered:

1. Temporary separation from peers, friends and others.
2. Extra homework or classwork for classroom misbehaviour.
3. Name recorded in yard book if incident happens outside (after one warning). If a child's name is recorded three times within a month, a white card will be sent home to be signed by the child's parents, detailing the rule(s) that were broken. Within the class, children may lose privileges such as playtime/Golden Time.
4. If a child attends school without school uniform and without a note from a parent, they will first receive a warning and then will be asked to write a story about a profession with a uniform.
5. Loss of privileges, e.g. grounding during playtime.
6. Referral to the Principal.
7. Detention during break.
8. Referral to parents.
9. Referral to Board of Management.

**Please note: students are subject to this Code of Behaviour (including the Healthy Eating Policy) when they are involved in any school-linked activity).**

In the event of a serious breach of discipline, and when other sanctions have failed, the child may be suspended from school under the terms of Rule 130 (6), Rules for National Schools. The normal procedure will be as follows:

1. The parents will be informed by letter or verbally when a child has first been deemed to have committed a serious breach of discipline. The parents will be invited to come to the school to discuss their child's case. Their co-operation should be sought to ensure that such an offence will not re-occur.
2. If the child commits a second serious breach of discipline, the parents will be notified by letter and informed that a third serious breach will automatically entail a period of suspension. Their co-operation should again be sought to prevent a re-occurrence.
3. If the child commits a third serious breach of discipline, the Board of Management will automatically suspend the child for a period to be determined by the Board. The parents will be informed by letter of the suspension and the details of the suspension period.
4. After the initial suspension period, the Board may impose further periods of suspension as it deems necessary under Rule 130, Rules for National Schools.

In the case of a very serious breach of discipline, the Board of Management may impose a suspension on the child for a first offence. Expulsion may be considered in an extreme case in accordance with Rule 130(6).

When a suspension ends, the child may be formally readmitted to the school by the Principal. If the issue which leads to a suspension is resolved to the satisfaction of the school, a child may be readmitted before the completion of a period of suspension.

The Education (Welfare) Act obliges schools to notify in writing the Education Welfare Board of instances where students have been suspended for six or more days (cumulatively) and proscribes schools from expelling students until 20 days have elapsed following the notification to the Education Welfare Board of this course of action. According to the Education (Welfare) Act the Board of Management has a right to take reasonable measures to “ensure that good order and discipline are maintained in the school concerned and that the safety of students is secured”.

Parents should be aware of their right to appeal a suspension under Section 29 of the Education Act and Section 26 of the Education (Welfare) Act where the cumulative period of suspension in any school year exceeds 20 school days.

### **Concerns/complaints about behaviour**

If a child has a concern or complaint about the behaviour of others, he/she should tell the class teacher. If the complaint arises at break or lunch time, he/she should inform one of the teachers on yard duty.

If a parent has a concern or complaint about behaviour, the parent should ring the school and make an appointment with the class teacher to discuss this.

This policy will be reviewed annually by the staff.

This Code of Behaviour was ratified by the Board of Management on:

Date: \_\_\_\_\_

Chairperson of the Board of Management: \_\_\_\_\_