

Kilcleagh N. S.

CODE OF BEHAVIOUR

Kilcleagh N.S. has been in existence since 1864 and has always upheld traditional standards of behaviour, courtesy, respect & consideration for others.

Our code of behaviour is based on the premise that all children are intrinsically good. As a school community and as a teaching staff we believe that this ideal underpins our attitudes and approach to discipline in our school. We try to the best of our ability to encourage and promote positive and acceptable forms of behaviour in the classroom, in all school activities and around the school.

Our school motto “**Mol an Óige**” – “**praise the youth**” and in keeping with this we regard praise and positive reinforcement as more effective than sanctions.

Our policy takes into consideration “Developing a Code of Behaviour – Guidelines for Schools” issued by the National Education Welfare Board and the Educational Act 1998 and Education Act 2000.

The overall responsibility for discipline within the school rests with the principal teacher as agent of the Board of Management. Each teacher has the responsibility for the maintenance of discipline within his / her classroom while sharing a common responsibility for the care of pupils and good order within the school.

Aims

- To create and maintain a happy atmosphere where each child can grow and develop physically, emotionally, academically and spiritually.
- Create an atmosphere in which children have a right to learn and teachers have a right to teach in a safe, disciplined and disruption-free environment.
- To ensure that each member of our school community is treated with due courtesy and respect.
- To develop in all pupils:
 - a) Self-discipline
 - b) Responsibility for their actions
 - c) Proper respect for order and authority.

General Guidelines for Positive behaviour

- Pupils are expected to treat all adults and fellow pupils with respect and courtesy at all times. Any form of behaviour which interferes with the right of teachers to teach and of other pupils to learn and feel safe is unacceptable.
- Pupils are expected to show respect for all school property and to keep the school environment clean and litter free.
- Pupils are expected to take pride in their appearance, to have all books and required materials and to be in the right place at the right time.
- Pupils are expected to obey teacher's instructions, to work to the best of their ability and to present assignments neatly.
- 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, stating the reason for absence.

School Rules.

School rules are kept to a minimum and are devised with regard for the health, safety and welfare of all members of the school community. If a school is to function efficiently, it is necessary that rules and regulations are clearly stated and enforced consistently and fairly. School commences at 9.20 a.m. and finished at 3.00 p.m. Infant classes finish at 2.00 p.m. Supervision is provided during those times.

- The following are not allowed: - glass bottles, chewing gum, tins or fizzy drinks.
- Mobile phones are not permitted. If a parent deems it necessary that a pupil brings a phone into school it must be turned off and handed into the office during school hours and picked up at 3 pm.
- No responsibility can be taken for: jewellery, clothes, money, watches, or toys by the school.
- Pupils should not bring geometry equipment to school unless told by their teacher.
- Children may not run, bounce balls or throw anything within the school building.
- No cycling on school grounds.
- Children may not leave the school premises unless collected by a parent or guardian. If a child has to leave with any other person, a note giving permission is required from a parent or guardian.

- Abuse of, or damage to furniture, equipment or school buildings and property of other pupils is forbidden.
- Pupils must walk quietly in hallways, going to and from yard, hall and school gates.
- Bullying is not acceptable.

Bullying

Bullying is repeated verbal, psychological or physical aggression by an individual or group against others. The most common forms of bullying are aggressive physical contact, name-calling, intimidation, extortion, isolation and taunting. Bullying will not be tolerated and parents will be expected to cooperate with the school at all times in dealing with instances of bullying in accordance with the school's Anti-Bullying Policy.

Affirming Positive Behaviour.

Positive reinforcement of good behavior leads to better self-discipline and we place a greater emphasis on rewards and incentives than on sanctions.

Strategies/Incentives

- A quiet word or gesture to show approval.
- A comment on a child's exercise book or in journal.
- A visit to another class or Principal for commendation.
- Praise in front of class group.
- Individual class merit awards, homework passes or award stamps/stickers.
- Delegating some special responsibility or privilege.
- Written or verbal communication with parent.

Discouraging Misbehaviour.

The purpose of sanctions and other strategies is to promote positive behaviour and discourage misbehaviour. Sanctions will be applied according to the gravity of the misbehaviour, with due regard to the age and understanding of the child. These may include:-

- Reasoning with pupil.
- Verbal reprimand including advice on how to improve.
- Temporary separation from peers within class and/or temporary removal to another class.
- Prescribing extra work.
- Communication with parents.
- Referral to Principal.
- Principal communicating with parents.
- Exclusion (Suspension or Expulsion) from school (in accordance with Rule 130 of the Rules for National Schools as amended by circular 7/88 and Education Welfare Act 2000).

Pupils will not be deprived of engagement in a Curricular Area, except on the grounds of health/safety.

Board of Management's Responsibilities

- Provide a comfortable, safe environment.
- Support the Principal and staff in implementing the code.
- Ratify the code.

Principal's Responsibilities

- Promote a positive climate in the school.
- Ensure that the Code of Behaviour is implemented in a fair and consistent manner.
- Arrange for review of the Code as required.

Teachers Responsibilities

Support and implement the school's code of behavior.

- Create a safe working environment for each pupil.
- Recognise and affirm good work.
- Prepare lessons appropriately and correct work done by pupils.
- Recognise and provide for individual talents and differences among pupils.
- Be courteous, consistent and fair.
- Keep opportunities for disruptive behavior to a minimum.
- Deal appropriately with misbehaviour.
- Keep a record of instances of serious misbehaviour or repeated instances of misbehaviour.
- Provide support for colleagues.
- Communicate with parents when necessary and provide reports on matters of mutual concern.

Pupils' Responsibilities

- Attend school regularly and punctually.
- Listen to their teachers and act on instructions/advice.
- Show respect for all members of the school community.
- Respect all school property and the property of other pupils.
- Avoid behaving in any way that would endanger others.
- Avoid all nasty remarks, swearing and name-calling.
- Include other pupils in games and activities.
- Bring correct materials/books to school.
- Follow school and class rules.

Parents/Guardians' Responsibilities

- Encourage children to have a sense of respect for themselves and others.
- Ensure that children attend regularly and punctually. In cases of absence parents/guardians should inform school in writing.
- Be interested in their children's school work.
- Be familiar with the code of behavior and support its implementation.
- Co-operate with teachers in instances where their child's behavior is causing difficulties for others.
- Communicate with the school in relation to any problems which may affect child's progress/behaviour.

Suspension/Expulsion

For gross misbehaviour or repeated instances of serious misbehaviour suspension may be considered. Aggressive, threatening or violent behavior towards a teacher or pupil will be regarded as serious or gross misbehaviour. Before serious sanctions such as suspension or expulsion are used, the normal channels of communication between school and parents will be utilized. Communication with parents may be verbal or by letter depending on the circumstances. Every effort will be made to have an emotionally disturbed child referred for psychology assessment. Help may also be sought from H.S.E. where applicable.

Where there are repeated instances of serious misbehaviour, the Chairperson of the Board of Management will be informed and the parents will be requested in writing to attend at the school to meet the Chairperson and the principal. If the parents do not give an undertaking that the pupil will behave in an acceptable manner in the future the pupil may be suspended for a period. Prior to suspension, where possible, the Principal may review the case in consultation with teachers and other members of the school community involved, with due regard to records of previous misbehaviours, their pattern and context, sanctions and other interventions used and their outcomes and any relevant medical information. Suspension will be in accordance with the Rules for National Schools and the Education Welfare Act 2000.

In the case of gross misbehaviour, where it is necessary to ensure that order and discipline are maintained and to secure the safety of the pupils, the Board may authorise the Chairperson or Principal to sanction an immediate suspension for a period not exceeding three school days, pending a discussion of the matter with the parents.

Expulsion may be considered in an extreme case, in accordance with the Rule for National Schools and the Education Welfare Act 2000. Before suspending or expelling a pupil, the Board shall notify the Local Welfare Education Officer in writing in accordance with Section 24 of the Education Welfare Act.

Mól an óige agus tiocfaidh sí

Finally we would like to assure you of our appreciation of your co-operation in the past and we look forward to your continued support and co-operation in the work of educating your children.

This policy was ratified by the Board of Management on Sept 18th 2012

Signed: Sean Iacul Chairperson

Signed: Mary O'Connell Principal

Date: 18/9/12

This policy will be reviewed by the Board of Management as deemed necessary.

This policy has been made available to school personnel, the Parents Association and can be viewed on the school website, (www.kilcleaghns.com).

A hard copy will be provided to parents on request.