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Code of Behaviour and Discipline

In devising the code, the B.O.M. has referred to 'Developing a Code of Behaviour, Guidelines for Schools. National Education Welfare Board May 2008'. Consideration has been given by the B.O.M. to the particular needs and circumstances of this school.

The code aims:

- To create a framework within which initiative, responsibility and good relationships may develop.
- To enable pupils develop a sense of self-esteem, self-respect and respect for others.
- To create an environment in which pupils and staff feel safe, secure and respected.
- To develop a learning environment where a quality education can be provided for all students.
- To develop an environment that nurtures a holistic view of education.

Every effort will be made by all members of staff to adopt a positive approach to the question of behaviour in the school. The code offers a framework within which positive techniques of motivation and encouragement are utilised by the teachers.

The school places greater emphasis on rewards than on sanctions, in the belief that this will, in the long run, give the best results, e.g. pupil of the week / compliment cards/attendance awards/local press.

The school recognises the variety of differences that exist between children and the need to accommodate these differences.

It is agreed that a high standard of behaviour requires a strong sense of community within the school and a high level of co-operation among staff, pupils and parents.

All efforts will be made to match the curriculum to the abilities, aptitudes and interests of each pupil.

The rules are positively stated in terms of what pupils should do.

The standards enshrined in the Code of Behaviour and Discipline will expect all members of the school community to behave in ways that show respect for others.

Expectations of pupils.

The school expects that pupils will:

- Show respect for yourself and others.
- Attend school regularly and not miss days without good reason.
- Arrive on time - 9.00a.m.
- Not leave during the day without written permission.
- Respect all school property.
- Wear the school uniform, consisting of royal blue round-necked jumper, grey shirt, grey slacks and black shoes.
- Listen to messages given and do as requested.
- Participate in school activities.
- Move quietly around the school and avoid causing disturbance.
- Keep the school tidy and litter-free.
- Pupils will not cycle in or out of the school grounds.
- Pupils will ensure that their bicycles are securely locked when left on the school premises. Interference with other pupil's bicycles and property is strictly forbidden.
- Pupils will not eat during class, chewing gum is strictly forbidden.
- Pupils will not enter the school building during the play period.
- Pupils shall be fully responsible for their own personal property in the school.
- Pupils will not wear badges or ornamentation, rings or earrings.
- Pupils will not climb on school buildings or school property.
- Pupils will not use mobile phones.
- Pupils will play at all times in the section of the yard assigned to their class.

Your teacher expects that pupils will:

- Show him/her/staff courtesy and respect.
- Accept her/his authority and responsibility and his/her right to teach in a safe environment conducive to learning.
- Come to school on time and have all the necessary materials.
- Do your homework carefully and completely.
- Listen when others are talking.
- Avoid distracting behaviour.
- Participate in all class activities.

- Follow the rules drawn up by your class.

Your fellow students expect that you will:

- Be kind and respect their differing personalities.
- Not bully them.
- Never insult or belittle them because of differences.
- Respect their property.
- Listen to them and acknowledge them.
- Allow them to be part of the group.
- Speak to them with courtesy and respect.

Expectations of Parents:

The school expects that you will:

- Be familiar with the various policies and codes of the school.
- Show support for teachers in their implementation of the schools behaviour policy.
- Support your child in his schoolwork.
- Ensure the punctuality and regular attendance of your child.
- If your son is absent from or late for class (full-day or half-day) give a written explanation to the class teacher.
- Ensure he has the necessary materials.
- Ensure your child has a positive attitude to and abides by the school and class rules.
- Never undermine the authority of the school or teachers.
- Promote respect for teachers and other school personnel.
- Give a contact number where you can be reached in an emergency.
- Be available to discuss a problem - Principal and class teacher to be seen by appointment.
- Support the school in implementing its code of behaviour.
- Exert firm discipline in cases where your child's behaviour is having a negative impact on others.
- Avail of the school lunches. If you decide to take your child home for lunch, please ensure that he arrives home/returns to school immediately without visiting the shops. Written permission needed.
- Impress upon your child the importance of not leaving the school building/playground without permission. It is not always possible to inform parents that this may have happened due to failure to answer phone or non update of your contact number. In the event of this happening local Garda Station to be contacted where possible. Written permission must be given to the class teacher if you wish your son to leave the school premises at any time.

- Be aware that the school day is from 9a.m. - 2.40p.m. No responsibility is accepted for pupils arriving before 8:45a.m. or remaining after 2.40p.m. unless authorised to do so by the school.
- Inform the school/class teacher if your son is suffering from any illness or taking medication which may affect his well-being or performance in school.
- Avail of the school personal accident insurance scheme.
- All parents/visitors on entering the school will first report to the reception/office. Please do not disturb class teachers.
- Be aware that pupils absent from school for 20 days or more will be notified to Educational Welfare Board as is its legal requirement. In line with the school's internal tracking system of absences of a significant length parents/guardians will be notified in writing when their child is absent at 15 days and 30 days..
- Be aware the B.O.M. had adopted 'Children First' the National Guidelines for Child Protection as school policy.
- Be aware that school/staff strives to encourage/support/affirm/include/be fair/provide safe and happy environment for children of all abilities/origin.

The overall responsibility for discipline within the school rests with the principal. Each teacher has responsibility for the maintenance of discipline within his/her classroom, while sharing a common responsibility for good order within the school premises. A pupil will be referred to the Principal for very serious negative behaviour and for repeated instances of minor negative behaviour.

Examples of very serious negative behaviour:

- Disrespect for staff / swearing/foul language.
- Acts of deliberate aggression/confrontational behaviour to staff.
- Incidents of serious defiance.
- Theft.
- Threat to safety of himself/others.
- Behaviour that is having/has had a detrimental effect on teaching and learning.
- Behaviour that is hurtful e.g. (bullying, harassment, discrimination and victimisation) towards others.

The following strategies will be used to show disapproval of negative behaviour.

- a) Reasoning with the pupil.
- b) Reprimand (including advice on how to improve).

- c) Extra work.
- d) Temporary separation from peers, friends/change places in class.
- e) Loss of privileges.
- f) Time Out: Pupils will receive time out on the yard for negative behaviour. They will be required to remain in the time out area of the yard for a period of time that reflects the seriousness of the negative behaviour.
- g) Referral to Principal.
- h) Communication with parents. Parents will be involved at an early stage to resolve negative behaviour. This will be done by homework journal/telephone/behaviour note from Principal and class teacher. Appointment with Principal and class teacher. Appointment with Principal and behaviour and discipline advisory committee (where possible).
- i) Parents can be requested to remove a pupil for time out/reflection following an incident of negative behaviour.
- j) Suspension, (see school policy).
- k) Immediate suspension on personal abuse of staff.
- l) Management have the right to consider a single incident of negative behaviour as being very serious and it may be grounds for suspension.
- m) Very negative behaviour that is persistent may require B.O.M. to put a pupil on a reduced curriculum (short day).

Teachers will keep a written record of all instances of serious negative behaviour.

Efforts will be made to have an emotionally disturbed child referred for psychological assessment. Help will be sought where possible from support services within the school/wider community e.g. home school community liaison teacher/ schools completion programme/education welfare board officer/health board.

In formulating this code, the Principal on behalf of The Board of Management discussed its content with the body representing the parents of the pupils attending the school.

All members of the teaching staff have been involved in planning the code.

A copy of this code will be made available to all parents.

Management may add to, or modify this Code of Behaviour and Discipline if necessary. The Code will be kept under review.

Parents please be aware that by enrolling your child in St. Joseph's Primary School you are accepting its Code of Behaviour and Discipline.

Pupil's Name: _____

Parents/Guardians signature: _____

Address: _____

Phone No: _____

Emergency Phone No: _____

Code of Behaviour and Discipline ratified by the Board of Management:

Date: 11/1/14

Signature: Chairperson B.O.M. Marie Keenan

Signature: Principal: Marie Keenan