

Code of Discipline

Aims:

- In devising the code, consideration has to be given to the particular needs and circumstances of this school. The aim is to create an ordered and orderly environment in which pupils can, through developing self-discipline, feel secure and make progress in all aspects of their development
- Every effort will be made by all members of staff to adopt a positive approach to the question of behaviour in the school

Principles:

- The school recognises the variety of differences that exist between children and the need to tolerate 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 and between staff, parents and pupils.
- Every effort will be made to ensure that the code of discipline is implemented in a reasonable, fair and consistent manner.

Aims of the Code of Behaviour.

1 To help create a positive environment in which every pupil can benefit from the school.

2 To help pupils to become self-disciplined and to encourage good standards of behaviour.

3 To help organise a large group so that the school can operate smoothly for the benefit of all.

4 To care in a practical way for pupils, staff, the school and its environment.

School Rules

Safety: For my own safety and that of others;

- I should be careful coming to and going from school.
- I should always walk while in the school building.
- I should remain seated at all times in class and while eating lunch.
- I should bring a note of explanation following absences or late arrival.
- I should never leave the school grounds without the permission of the Principal/Deputy or a teacher on yard.
- I must abide by the rules in the playground at all times and be mindful of the safety of others on the playground.
- I will only enter the school premises during break with the teacher/SNA's permission.

Playground Rules:

I will be careful not to walk in front of the swings.

I will wait to one side for the swing-not in front or behind.

I won't pull the chains on the swings when someone is swinging.

I won't run on the slide.

I won't slide or swing on my tummy.

I will slide sitting down.

I won't jump from the top of the climbing frame.

I will swing backwards and forwards not side to side.

I will be kind and understanding.

I will take turns and share.

Caring for myself:

- I should respect myself and my property, always keeping my school bag, books and copies in good order.
- I should show respect for my school and be proud to wear the complete school uniform every day.
- I should always be aware of my personal cleanliness.
- I should always bring a sensible, nutritional lunch to school. Crisps, minerals, sweets or chewing gum are not permitted.
- I should always do my best in school by listening carefully, working as hard as I can and by completing my homework.
- I will ask permission to leave the classroom.
- Wet Days: I shall line up and walk to my room.
- I will not use bad language.

Caring for others:

- I should be kind and respectful to teachers and fellow pupils by being mannerly and polite, by taking turns and by remaining silent and orderly in my class line.
- I should behave well in class so that my fellow pupils and I can learn.
- I should always keep my school clean by bringing unfinished food and drinks, cartons, wrappers etc home. I should show respect for the property of my fellow pupils, the school building and grounds.
- I will always include other children in my game in the yard .If I see someone on their own I will ask them to join in.
- I will be truthful and honest at all times.
- Pupils are expected to stand to welcome and to say good-bye to visitors to the room e.g.priests, inspectors, teachers, etc.
- Giving cheek or contradicting teachers is not allowed.
- The removal of school property (crayons, paint brushes etc.) from the school will be considered a serious offence.
- I will walk my bike at all times within the school grounds.

Homework:

It is the policy of the school to assign homework on a regular basis. Parents are strongly advised to take an active interest in their child's homework and to sign their homework journal each night and to supervise as much as possible.

The Board of Management consults teachers and parents when devising the rules ie the Code of Behaviour and the Disciplinary Procedures.

A copy of the Code of Behaviour will be given to each family annually and will be signed by each family.

The children will sign the school rules and the rules of the playground every year and this will be kept on file.

The Code is reviewed on a regular basis.

A notebook will be used on yard to record all incidents.

Teachers will have a classroom notebook to record incidences during class time.

An incident report form will be filled in if the teacher/principal feel the incident is serious/ongoing.

Maintaining Good Behaviour.

Encouraging high standards of behaviour among pupils and creating and maintaining an orderly atmosphere for learning in the school will involve the use of praise and rewards of good behaviour. Positive behaviour will be encouraged at all times which will vary from class to class. This may take the form of stickers, certs, stars, marbles etc. This will result in sound relationships between teachers and pupils leading to effective teaching and learning.

At the beginning of each school year teachers and pupils will decide on a code of behaviour for their class.

1. Praise may be given by means of any one of the following;

- A quiet word or gesture to show approval.
- A comment in a pupil's exercise book.
- A visit to another member of staff or to the Principal for commendation.
- A word of praise in front of a group or class.
- A system of merit marks.
- Delegating some special responsibility or privilege.
- A mention to parent, written or verbal communication.
- Student of the month.
- Class Dojo.

Sanctions.

Maintaining standards of behaviour will involve, in some instances, the application of sanctions to register disapproval of unacceptable behaviour. When sanctions are invoked, pupils should understand that they have done is unacceptable and it is the behaviour that is rejected.

2. Disapproval of unacceptable behaviour will be dealt with as follows;

(The nature of the behaviour will determine the strategy)

- Reasoning with pupils
- Reprimand (including advice on how to improve)
- Taking note of in class and in the yard book.
- Time out in class.
- Loss of privileges.
- Loss of privileges in the yard.
- Timeout.
- Detention with extra work at lunchtime.
- Loss of class jobs, school tours, shows etc.
- Prescribing constructive additional written work.
- Communication with Parents/guardians.
- Referral to Principal/Deputy-Principal
- Note to parents
- Take note of
- Suspension/expulsion (in accordance with Rule 130 of the Rules for National Schools as amended by circular 7/88)

Unacceptable Behaviour.

Three levels of misdemeanours are recognised minor, serious or gross .All everyday instances of a minor nature are dealt with by the class teacher. In cases of repeated serious misbehaviour or single instances of gross misbehaviour, parents will be involved at an early stage and invited to meet the teacher and/or the principal to discuss their child's behaviour. will be judged by the teachers and/or Principal based on a common sense approach with regard to the gravity/frequency of such misdemeanours, as follows;

1. Examples of misbehaviours:

Minor: jumping the line.

Pushing

Interrupting

Teasing.

Running in the school building.

Serious: All minor misdemeanours when on a continuous basis.

Bullying

Wasting class time constantly

Fighting

Calling names

Answering out of turn.

Being discourteous/unmannerly.

Not completing homework/ classwork on a regular basis

Endangering self/fellow pupils during school time.

Behaviour that is hurtful including the following

Bullying, cyber bullying and identity-based bullying.

Discrimination

Victimization.

Gross: Deliberately causing injury.

Shouting abuse/screaming at staff and other pupils.

Causing wilful damage to school or personal property of others.

Constant bullying.

Stealing from others/teachers.

Inappropriate use of phones/electronic devices/social media.

Leaving school premises during the school day without appropriate permission.

Bringing any dangerous weapon to school.

Pupils will be suspended for smoking, drinking or substance abuse in school.

Any other behaviour not listed which the staff, principal and Board of Management deem to be a serious misdemeanour.

Setting fire to school property. Leaving taps on deliberately.

Examples of steps to be taken when dealing with regular occurrences of minor misdemeanours

Phase 1 (within the classroom):

- Write story of what happened **Or** one copy of school rules —all to be signed by parent.
- Note in homework journal to be signed by parent/temporary separation from peers.
- Sending to another teacher/denial of participation in some class activity.
- Warning to pupils whose name appears in yard book more than three times.
- Note to parents concerning further misbehaviour in yard (Misbehaviour in yard consists of any action that puts the safety of self/other pupil at risk).

Phase 2:

- Send to the Principal.
- Class teacher meets one/both parents.
- Principal/Deputy Principal meets with one/both parents concerning yard behaviour.

Examples of steps to be taken when dealing with serious misdemeanours;

- Send to the Principal.
- Principal sends note in Journal to be signed by parent.
- Principal meets with one/both parents
- Chairperson of Board Of Management is informed and parents requested to meet with the Chairperson and Principal

Examples of steps to be taken when dealing with gross misdemeanours;

- Chairperson/Principal to sanction immediate suspension pending discussion with parents
- Expulsion will be considered in an extreme case in accordance with Rule 130 (6) *"No pupil can be struck off the rolls for breaches of discipline without prior consent of patron and until alternative arrangements are made for enrolment of pupil at another suitable school in the locality"*.
- *Internal or external suspension will be at the discretion of the principal. The period may be extended, at the discretion of the Board of Management.*
- *Suspension may occur when:*
- *The pupil's behaviour has a seriously detrimental effect on the education of other students.*
- *The pupils continued presence in the school at this time constitutes a threat to safety.*
- *The pupil is responsible for serious damage to property.*
- *A single incident of serious misconduct may be grounds for suspension.*

Expulsion: A pupil may be expelled from school on the authority of the Board of Management.

Any Behaviour involving criminal offences Gardai will be automatically involves. Any Behaviour involving Child Protection or welfare will be reported to relevant authorities.

Children with Special Needs:

All children are required to comply with the code of behaviour. However the school recognises that children with special needs may require assistance in understanding certain rules. Specialised behaviour plans will be put in place in consultation with parents and the class teacher, SEN team and the Principal will work closely with home to ensure that optimal support is given. Cognitive development will be taken into account at all times. Professional advice from psychological assessments will be invaluable.

Bullying:

I should never bully others. I should never allow others to bully me and if it happens, I should tell my parents and my teacher. Bullying is always unacceptable.

[Streamstown National School] is a 'bully-free' zone

School Policy on Bullying:

Bullying is repeated aggression, verbal, psychological or physical conducted by an individual or group against others.

Indications of Bullying / Behaviour:

- Anxiety about travelling to/from school
- Unwillingness to go to school
- Deterioration in educational performance
- Pattern of physical illnesses
- Unexplained changes in either mood/behaviour
- Visible signs of anxiety/distress
- Possessions missing
- Increased requests for money
- Unexplained bruising
- Reluctance and/or refusal to say what is troubling him/her

Procedures for noting and reporting incidents:

- All reports of bullying should be noted, investigated and dealt with by the class teacher so that pupils will gain confidence in telling. A special incident book will be kept in the office for this purpose only.
- All incidences in the yard will be noted in a book.
- Serious cases should be referred immediately to the Deputy Principal and then to the Principal
- Parents should be informed by the Deputy Principal/Principal if a pattern is emerging
- Parents must be informed of the appropriate person to whom they can make their enquiries regarding bullying
- Pupils must understand that reporting is not 'telling tales'
- Individual teachers should record and take appropriate measures in accordance with policy
- Non-teaching staff should be encouraged to report incidents. Discretion is important

Procedures for investigating and dealing with bullying:

- Calm, unemotional problem-solving approach
- Incidents best investigated outside the classroom situation
- Teacher should speak separately to the pupils involved
- Answers should be sought to questions of What, Where, When, Who and Why
- Members of a gang should be met individually and as a group.
- Serious incidents/persistent problems will be reported to the principal.
- Pupils who are not directly involved can provide very useful information in this way and will be expected to assist in the investigation.
- The "Bully" will be asked to reflect on his/her behaviour and its consequences for himself/herself and for the person who is the victim.
- Parents will be made aware of this behaviour and requested to come and discuss it with the teacher/principal with a view to resolving it.
- The situation will continue to be monitored to ensure that the problem has been resolved .Parents encouraged to keep in touch with the school
- Where cases, relating to a pupil remain unresolved at school level, the matter should be referred to the Board of Management.

6 steps to follow:

Record all incidences.

Talk to both parties.

Explain the consequences.

Monitor the behaviour.

Contact parents if it continues.

Follow Code of Discipline steps.

Programme for work with pupils:

Learning strategies should allow for the enhancement of each pupil's self-worth – Walk tall, Stay Safe Lessons and circle time

Methods of communicating with parents.

Communicating with parents is central to maintaining a positive approach to dealing with children. Parents and teachers should develop a joint strategy to address specific difficulties, in addition to sharing a broader philosophy which can be implemented at home and in school.

A high level of co-operation and open communication is seen as an important factor encouraging positive behaviour in the school. Structures and channels designed to maintain a high level of communication among staff and between staff, pupils and parents have been established and are being reviewed regularly.

Parents should be encouraged to talk in confidence to teachers about any significant developments in a child's life, in the past or present, which may affect the child's behaviour.

The following methods are to be used at all levels within the school:

- Informal parent/teacher meetings and formal parent/teacher meeting.
- Through children's homework journal (infants do not have a homework journal-check bags)
- Letter/notes from school to home and from home to school
- Text a parent.
- Newsletters
- Website/facebook page.

This policy was discussed and ratified by the Board of Management

on _____

_____ (Principal)

_____ (Chairperson of Board of Management.)