

# Scoil Naomh Fiachra: Code of Good Behaviour

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<b>Scoil Naomh Fiachra Clontubrid Roll No. 16865D</b>	
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## **Scoil Naomh Fiachra Code of Good Behaviour**

*[ This policy should be read with reference to our school's policies in the following areas:  
Appeals Procedure; Anti-Bullying Policy; Enrolment Policy; School Attendance Policy (Procedures  
for the notification of pupil absences from school); Health and Safety Statement; Record Keeping  
Policy, Substance Mis-Use Policy.]*

### **Introduction and General Aims**

*Scoil Naomh Fiachra* draws its pupils from a rural community. The parish continues to be vivified by a strong sense of community, of Christianity and of civic spirit. This is reflected in the children attending the school and consequently, discipline is rarely a major issue in the school. It will be the aim of the school that this should continue to be the case and that good discipline should stem from a sense of what is right rather than a sense of what is wrong.

#### **Aims:**

- ◆ That all pupils would develop respect for themselves; for their fellow pupils; for their pastors; for teachers and families; for their locality and community and for property, public and private.
- ◆ That all pupils would take an interest and a pride in their work, their health, their appearance and their school.
- ◆ That all pupils would develop initiative and a sense of responsibility for their own actions.
- ◆ That self-discipline would be developed by example, encouragement and by observance of a set of written rules.

#### **Objectives**

- The structuring of in-class discipline, which prompts a stimulating environment.
- The efficient operation of the school.
- The maintenance of good order and safety throughout the school day, including break times and other activities.
- The development in the pupils of self-discipline and care and courtesy towards others.
- The development of respect for the school, school property, and the general school environment.

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## **Staff Responsibility for Discipline**

The overall responsibility for discipline within the school rests with the Principal Teacher. Each teacher has responsibility for the maintenance of discipline in his/her classroom, while sharing a common responsibility with the staff for good order within the school premises.

## **Positive Strategies for Managing Behaviour**

Group work.

Collaborative projects.

Pupils assigned responsibilities for elements of classroom organisation.

Pupils encouraged to talk about their interests and concerns.

Respect for individual differences.

Pupils encouraged to play inclusive games.

Older children encouraged to look out for smaller pupils, pupils newly arrived in the school or pupils who might be vulnerable in the playground.

Buddy systems – At different times throughout the year the school operates a mentoring system between the younger and older students in the school.

The school operates a Buddy Bench which the students and staff have received training on the use of it.

Friendship Week is organised in the school every November. A range of strategies are used throughout the week to encourage positive friendships and prevent bullying behaviour.

## **Parent/Guardian Responsibility and Co-operation between Parents and Teachers**

Parents are ultimately responsible for the behaviour of their children. However, discipline in our school depends upon co-operation between parents and teachers. Every effort will be made, by the Principal Teacher and staff, to ensure that parents are kept well informed – to this end the normal channels of communication between school and parents will be utilised. Parents will be involved at an early stage rather than as a last resort.

## **Pupils' Responsibility**

Class Library.

Flags.

Charitable fundraising.

Computers.

Art materials.

Litter control and litter surveys. Bringing bins out.

Energy conservation and energy surveys.

Water conservation.

Survey for healthy lunches.

Morning gate duty.

Inspection of toilets.

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## **Actions to be taken in the event of Breaches of Discipline**

### **Minor Breaches of Discipline**

The class teacher will deal with minor breaches of discipline, as they occur. It is anticipated that the vast majority of difficulties that arise will be resolved at this level. If necessary a parent could be called in by the teacher at this stage.

Repeated minor breaches may warrant referral to the Principal Teacher or to the Board of Management.

### **Serious Breaches of Discipline**

#### **Referral to Principal Teacher**

If a teacher is dissatisfied due to lack of progress in resolving difficulties with misbehaviour by a pupil, then the teacher will refer the matter to the Principal Teacher. Parents will be invited in for discussions with the Principal Teacher and the class teacher involved, in an attempt to resolve the problem.

#### **Referral to Board of Management**

If action taken by the Principal Teacher fails to resolve the matter within a reasonable time, then the matter will be referred to the Board of Management, which will deal with the situation in accordance with the Rules for National Schools. The child may be suspended [under the terms of Rule 130(5)] or expulsion may be considered, in accordance with Rule 130(6).

#### **Record Keeping**

Serious breaches of the Code of Good Behaviour will be recorded and retained in accordance with the school's policy on Record Keeping. Class teachers will keep anecdotal records on every child in the classroom. Repeated minor discipline issues, serious breaches in discipline and meetings with parents over discipline issues will be recorded in the anecdotal records.

## **Sanctions**

Teachers will try to implement a positive approaches to discipline and to use encouragement, praise and reward rather than sanctions. Every class teacher will operate at least one reward system in their classroom.

1. Where sanctions are necessary, they should be appropriate to the seriousness of the misbehaviour.
2. Damage to property would be punished by fines to cover repair or replacement.
3. For homework not done, a pupil would be asked to repeat the lesson or perhaps be given extra work.
4. Where persistent misbehaviour occurs, the pupil's parents will be contacted and asked to come to the school to discuss the matter.
5. If consultation with parents fails to resolve persistent misbehaviour, or where gross misconduct occurs the procedure laid down in Rule 130, Section 5 will be invoked.

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## General Rules

1. At the beginning of each school year each teacher will outline the rules that apply to the running of the classroom and outline his/her policy of homework, movement, talking in the classroom, etc.
2. Generally, the class teacher will deal with matters of discipline arising in his/her classroom. However, if a serious breach of discipline occurs, the class teacher will report this to the principal teacher.
3. Any teacher in the school has the authority to correct any pupil for breaches of discipline.
4. Every rule made by a teacher should have a reason and this should be explained to the pupils where the teacher considers them sufficiently mature to understand the reasoning behind the rule. Pupils should be involved in the formation of class rules at the beginning of each school year. This gives the pupils ownership and a sense of responsibility.
5. Pupils who miss class through absence, or wish to arrive late, or leave early, should have an explanatory note from their parents.
6. Pupils who have not done their homework, and have good reason should have a similar note.
7. All visitors to the school are entitled to be treated with courtesy and respect.
8. Pupils are expected to observe the rules laid down from time to time regarding break times, retrieval of ball from road, etc.
9. Events such as school sports, swimming classes, school tours, etc. will necessitate rules of their own. These rules will be devised primarily with safety in mind and will be strictly enforced.
10. Pupils will be expected to keep their classrooms and the school grounds tidy and litter free. Children will tidy classrooms and pick all litter off floors at the end of the school day.
11. Theft, persistent bullying or damage to the property of the school, the teachers or of other pupils will be regarded as serious breaches of discipline.
12. Incidents relating to alcohol, tobacco and drug use which are addressed in the school will follow the protocols outlined in the Substance Mis-Use Policy and may lead to suspension or even expulsion if involved in any drug related incidents.

## Classroom Rules

1. Pupils will line up and proceed to their classrooms in an orderly manner after breaks.
2. Pupils leaving the room before breaks will replace chairs under desks and leave in an orderly manner.
3. In the interest of safety, pupils should keep try to keep schoolbags, etc. clear of passages between desks.
4. Each class teacher will involve the children in the development of a set of class rules at the beginning of each school year.

## Playground Rules

1. Older pupils should be aware of the needs of younger pupils and be helpful to them, e.g. tying laces, retrieving a ball, etc.
2. Older pupils should not involve younger children in games where their size would put them in danger. In general, children should try to play with children from their own classroom.
3. Only a nominated pupil may retrieve a ball from the road/field following permission and supervision from teacher on yard.
4. No bullying.
5. No pupil has the right to exclude others from games.
6. Pupils from Junior Infants to sixth class may play hurling when weather permits provided they have:
  - 1) Protective headgear;
  - 2) A safe hurley;
  - 3) Safe footwear.
7. No bad language.
8. Stay off the grass when it's wet.
9. Stay away from animals.
10. No swinging on bars.
11. If a child needs to enter the school building at lunchtime, he/she must seek permission from the teacher on yard.
12. Children are not permitted to play at the front or side of the school as these areas are not supervised.

## Swimming Lessons

1. All pupils participating in the lessons must have returned a consent form signed by their parents.
2. The bus will travel directly to the pool and return directly to the school with no stops for sweets, etc.
3. The Principal/class teacher should be informed of all pupils who are travelling under the supervision of their parents.
4. Seat belts must be worn at all times on the bus.

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5. No pupil will be given permission to leave the swimming pool premises during lessons.
6. Pupils must obey all the rules of the swimming pool and all directions given by the Instructors.
7. Only pupils who have been given permission may go to the deep end of the pool.
8. If, on occasion, a pupil/pupils cannot participate in swimming lessons, the class teacher must be informed in order for suitable supervision arrangements to be made. The class teacher will provide these children with work to complete while lessons take place.
9. The use of vending machines and consumption of confectionary is not permitted at the pool.

### **School Tours**

1. All pupils travelling on the tour must have returned a consent form signed by their parents.
2. The Principal/class teacher should be informed of all pupils who are travelling under the supervision of their parents.
3. All remaining pupils will be paired off and the pairs should stay together throughout the day.
4. Other rules will depend on places being visited and possible dangers that they might pose.
5. Seat belts must be worn at all times on the bus.