

Scoil Cholmáin Naofa

Our School Code of Behaviour



Our Mission Statement

To give the children a sense of self-worth and value, to empower them to develop their individual potential as human beings and to respect others who are created in God's image and likeness.

Our School Code of Behaviour

The objective in focusing on a school code of discipline/behaviour is to create and maintain a harmonious teaching and learning environment. Should this objective be successfully accomplished in our school, then the aspiration of **'providing a supportive educational environment which will teach the children to learn and to work enabling them to cope with and enjoy life'** as outlined in the expression of our school ethos is more likely to be fulfilled. The new and more recent approach to discipline in schools emphasises partnership and positive relationships between home and school. This is reflected in a desire on the part of parents and teachers to foster and develop constructive co-operation.

This more recent approach to discipline concentrates on the identification and promotion of **positive behaviour among the pupils in all aspects of school life including class-work, homework, play, dealing with correction, success and failure**. Over a period of time, such an approach enables the children to develop self-discipline, which in turn will guide and direct them as they develop into young adults.

Parents play a key role in helping their child achieve positive attitudes in these areas by taking an active interest in the child's school life, by being fully aware at all times of how the child is coping with the work aspect of school as well as the social dimensions of the child's life.

The Principles of the Code

- ☺ Acknowledge the profound influence that self-esteem has on learning.
- ☺ Recognise the uniqueness, and endless potential of each child and attempts to communicate that image to him/her.
- ☺ Recognise the merits of praising efforts to learn and encourages a love of learning.
- ☺ Embrace failure as well as success as important in the process of learning.
- ☺ See the support and co-operation of parents as being essential to the effective operation of the 'Code of Behaviour'.

In promoting positive behaviour, the child will develop self-discipline.

Rules are kept to a minimum.

It may be necessary to impose sanctions in order to maintain good order and to discourage offenders.

Our school 'Code of Behaviour' has two distinct parts.

Firstly, we have our 'Basic Rules' which center around the general areas of respect for others, respect for property, good manners, good attendance and working to the best of each one's ability.

We expect all children to:

- ☺ Respect their classmates, all teachers and staff, and all visitors to the school.
- ☺ Be well behaved and mannerly at all times.
- ☺ Work hard both at school and at home.
- ☺ Attend regularly and punctually.
- ☺ Respect and take care of their own property, the property of others and all school property.

Take pride in their school and keep the school grounds tidy and litter free. At the start of the school year these areas will be discussed and developed in each class and the children as a group will draft their 'Our Class Code' in positive terms.

Secondly our '**Regulations and Routines**' are designed to ensure and guarantee the smooth and effective running of our school. These Regulations are laid out in the school part of the booklet under the headings of:

- School Times
- Attendance
- Homework
- Health and Hygiene
- Safety
- Healthy Lunches
- Parent-Teacher Communications

Role of Parents/Guardians in Implementing the Code

As parents, you are asked to show your support for the code in the following ways.....

- Encourage your children to co-operate with teachers and behave in line with the school 'Code of Behaviour'.
- Take appropriate action if you discover that your child has broken the code in any way.
- Discuss with the teacher any serious or ongoing problems that may arise.
- Encourage your children to comply with the school's anti-bullying charter and to report any incidents of bullying of which he/she is aware.

'Children First'

The Department of Education and Science has introduced Guidelines and Procedures for all schools in relation to Child Protection and Welfare. These guidelines are called 'Children First' and they promote the welfare of all the children.

The Board of Management of St Colman's School has adopted these guidelines as school policy. Consequently if there is a matter of concern in relation to abuse of children, i. e. emotional/physical/sexual, we are obliged under current legislation to make a report to the local Health Board who will assess the case and follow the procedures as set down in 'Children First'.

Children's Version of School Rules

'Our School Code'

I Will Respect Everybody

- *Every other child*
- *All Teachers and Staff*
- *Our Traffic Warden*
- *Sports' Coaches*
- *All Visitors to the School*

I Will Work to the Best of My Ability

- *With School work*
- *With Homework*

I Will Allow Others To Work

I Will Walk At All Times

- *In the Corridors*
- *To and From the Playground*
- *In My Classroom*

I Will Be On Time Everyday

I Will Respect All Property

- *I Will Take Care of My Own Belongings*
- *Other Children's Belongings*
- *Classroom Equipment/Books*
- *Our school Buildings*
- *Our School Grounds*
- *Classroom Toilets*

I Will Stay Within The School Grounds Until School Is Finished

I Will Keep Our School A Clean And Tidy Place

Implementation of the Code

There is a Reward System for Good Behaviour

Praise from the teacher and/or the Principal. Small prizes/awards to be presented by the Principal at assembly. Night off homework for a class that has reached target on 'Class Progress Chart'. Extra school privileges or responsibilities. Standardized 'Card of Achievement' when child has filled his/her 'Target Card'. Certificate of Good Behaviour.

Misbehaviour

Our Code acknowledges three broad categories of misbehaviour as:

- Misbehaviour
- Serious Misbehaviour
- Gross Misconduct

Sanctions are necessary to register disapproval of unacceptable behaviour

When misbehaviour occurs, the following is a list of possible sanctions or strategies which may be used and of the procedures to be adopted for solving same.

Cases of Misbehaviour

1. The pupil is made aware that his/her behaviour is unacceptable.
2. The pupil receives a verbal reprimand from teacher and is asked to make a conscious effort to improve.
3. The child may be temporarily separated from peers, friends and others classroom/playground. Children may also be removed from the classroom to meet with the Principal/Deputy Principal to discuss his/her behaviour.
4. A note or comment on misbehaviour may be written on child's homework notebook

to be signed by parents/guardians.

5. If a pupil continues to disrupt class, the Parents/Guardians will be asked to meet with his/her class teacher.
6. A letter may be sent or a phone call made to Parents/Guardians from the Principal outlining the concerns.
7. Badly presented/incomplete homework may have to be redone.
8. If the problem persists, further communication will be made by the Principal with Parents/Guardians to receive an undertaking that the pupil/pupils will behave in an acceptable way in the future.

Serious Misbehaviour

1. In instances of serious misbehaviour, the pupil will;
 - Be made aware that his/her behaviour is unacceptable
 - Be detained under supervision during the mid-morning break for 2/3 days. This period maybe extended for a further 2/3 days.
2. In such instances of repeated serious misbehaviour the Parents/Guardians will be requested to meet with the Class Teacher and the Principal.
3. If the serious misbehaviour continues the Board of Management may suspend the pupil for a temporary period in accordance with Rule 130(5) of the Rules for National Schools.

A special decision of the Board of Management is necessary to authorize a further period of suspension of up to a maximum of ten school days and in exceptional circumstances the Board of Management may authorize a further period of suspension up to a maximum of ten school days.

Gross Misconduct

Examples include serious aggression towards pupils and staff members, theft, breaking into the school, illegal substance misuse in accordance with the 'substance abuse policy' of the school, ongoing and serious bullying of another pupil.

In instances of gross misbehavior:

1. The pupils will be sent immediately to the Principal's office.
2. Parents/Guardians will be contacted and requested to meet with the Principal as soon as possible.
3. The pupil, along with the Parents/Guardians will be warned that should there be another incidence of gross misconduct, the Board of Management may authorize the Chairperson/Principal to sanction an immediate suspension of the pupil.

Expulsion

4. The Board of management may expel any pupil for gross misconduct.

Bullying

It is important to understand what bullying is and to this end we have taken the definition as outlined by the Department of Education and Science in their "Guidelines on Countering Bullying Behaviour in Primary and Post -Primary Schools".

Bullying is repeated aggression, verbal, psychological or physical, conducted by an individual or group against others. Isolated incidents of aggressive behaviour, which should not be condoned, can scarcely be described as bullying. However, when the behaviour is systematic and on-going it is bullying".

Bullying clearly runs counter to the school philosophy of promoting the ideals of care and respect. Central to our Code of Behaviour is the notion that nobody has the right to make another feel uncomfortable by any action or by any use of language. In focusing on respect for the individual, which is central to our Code of Behaviour it is important to raise awareness of bullying as an unacceptable form of behaviour. To this end we encourage children to report to the Principal/Teacher any incident of bullying of which they know, so that appropriate action may be taken. This is a problem that requires close co-operation between home and school in seeking solutions.

If Your Child is Being Bullied

It is important that all children feel secure and confident in knowing that parents and teachers are there to help them if they are being bullied.

Parents/guardians need to stay calm and not overact. Your reaction may convey a sense of anger or disappointment to your child and this could be counter productive.

- Let him/her know that s/he is not at fault and that a solution to this problem can be found.
- Build confidence and independence.
- Talk to the Teacher
- It is important to tell children that some situations are beyond their control and that safety must come first.

Teach them to get away and tell.

What To Do If Your Child Is A Bully

- Talk to the child's teacher.
- Get your child to acknowledge that he/she is involved in such behaviour and teach him/her to apologise sincerely.
- Try to find out if this is a temporary response to something else in the child's life.
- Bullies often suffer from lack of confidence. Don't compare your child's achievement with others.
- Discuss ways in which your child can change his/her behaviour towards the victim.
- Monitor your child's behaviour and encourage and praise their efforts when s/he is behaving positively.

School Procedures in Cases of Bullying

- All incidents of bullying will be thoroughly investigated by the class teacher.
- Those involved will be interviewed by the teacher. This may be followed by discussing the problem with all those involved as a group.
- This may be followed by the class teacher and Principal discussing the problem with an individual child/group of children.
- If necessary the Principal/Deputy Principal will further

investigate the incident.

- Parents/Guardians of the offending child may be requested to meet with the class teacher and/or the Principal to discuss the matter with a view to resolving the difficulty/problem.
- If it is clear that bullying has taken place, sanctions will be taken in accordance with the school's Code of Behaviour.

Out of School Misbehaviour/Bullying

We advise parents that the school authorities have no role in solving problems of misbehaviour or bullying outside of the school grounds and outside of school hours.

Pupil's Anti-Bullying Charter

- I promise to be pleasant and friendly. to be truthful, honest and fair.
- I will encourage and invite other children to join in games provided they abide by the rules.
- I will help classmates who are bullied by other children.
- I will not kick, push, strike or punch.
- I will not name call, threaten, tell lies.
- I will not sneer at, make fun of or intimidate.
- I will not exclude other children at play, at games or when taking part in school activities.

I accept the following as a suitable punishment when I bully somebody:

1. A sincere apology, with class teacher and bullied child present.
2. Being sent on detention for a period of time as decided by the class teacher.

Substance Use Policy

The goal/aim of the Substance Use Policy of Scoil Cholmáin is primary prevention. We aim to protect and prevent our pupils from using tobacco, alcohol and all illegal drugs. We aim to achieve this through building our pupils self-esteem, through providing a positive school climate and atmosphere, and through giving our pupils age appropriate information.

Objective

We work to ensure that our pupils will grow up in a healthy environment, helping them to develop skills, values and attitudes to cope with our drug oriented society.

Policy Content

A Substance Misuse Prevention Programme will be implemented at all class levels in accordance with our Social, Personal and Health Education Primary Curriculum Statement. Through SPHE, our pupils will practice specific skills and experience a value system, which supports primary prevention in a holistic, caring, supportive environment.

A. Smoking

We implement the current legislation relating to smoking in the Workplace 2004.

Pupils in possession of cigarettes

Parents will be contacted immediately. The pupil will be asked to leave the cigarettes in the possession of Teacher/Principal.

B. Alcohol

Pupils under the influence or in possession of alcohol

Parents /Guardians will be contacted immediately and asked to come to the school.

Parents/Guardians or a nominated carer will escort pupils under the influence to their home.

Parents/Carers/Guardians on the premises under the influence of alcohol

Incident should be reported immediately to the Principal/Deputy Principal.

Person will be encouraged to leave the premises. Assistance may be sought from family member or Gardaí if necessary.

If person under influence is collecting a child contact will be made with alternative family member/friend who will be asked to accompany the above person and child to their home.

C. Illegal Drugs/Substances

All drugs, including substances such as aerosols and solvents will be confiscated immediately.

Parents will be contacted and asked to come to the school immediately.

The Community Garda will be contacted and information relating to the incident reported.

D. Prescriptive Drugs/Medicines

Issues involving prescriptive drugs will be dealt with in line with our administration of medicines policy as outlined by the INTO Guidelines. In the event of a child being found to have prescriptive medicines in their possession the substance will be confiscated, and parents notified. Parents will be asked to come to the school and take home the aforementioned substances.

E. Tippex and Similar Products.

Pupils may not have Tippex or similar products in their possession.

This policy was reviewed and adopted by the Board of Management. 10/01/2017.