

CODE OF BEHAVIOUR POLICY



GREYSTONES
Educate Together
National School

FORMULATED IN NOVEMBER 2008

By

STAFF AND BOARD OF MANAGEMENT

INTRODUCTION TO CODE OF BEHAVIOUR AND DISCIPLINE

In Greystones Educate Together N.S. we strive to create a positive learning experience and to facilitate learning by providing a comfortable, safe and secure working environment for staff and students. We do this by taking a positive approach to discipline based on our character code of RESPECT....(see homework journal)...

We deserve respect and therefore we have the responsibility to act respectfully.

We use praise, encouragement and affirmations at every opportunity. Unacceptable behaviour is dealt with according to our Code of Discipline and Behaviour as outlined below.....

GENERAL RULES

- Parents who wish to collect their child earlier from school must supply a written note to that effect. A child must be collected from the classroom door if leaving early.
- There is no running in the building. Parents entering the building must keep younger siblings by their side at all times, again out of respect for the teachers' preparation and, more importantly, as a safety precaution. We are not insured to cover un-enrolled children.
- At home time children will exit the building in an orderly way, under the direction of their teacher, and line up in the appropriate collection place. The teacher will then call the child's name when the parent arrives to collect the child. Children must not leave the line without the instruction of their teacher. Parents must respect this safety measure.
- All school property must be treated with respect, so if any wilful damage is caused by a child e.g. cutting a book or writing on a wall the parent must make arrangements to repair the damage.
- Jewellery is not encouraged.
- On P.E. days children must wear appropriate clothing and footwear.

CLASS RULES

Each individual teacher will determine the class rules (the teacher may use the term **expectations** or other suitable term) suitable for the age group in the class. In Educate Together schools these are normally devised with the co-operation of the children.

MAIN CLASS RULES.....examples.

.....do what teacher says.....kind hands, kind feet, kind words.....stay in you place, especially if teacher is called from the room

MAIN YARD RULES.....examples.

.....walk in an orderly fashion to and from the yard.....obey the three whistles rule (freeze, walk to line, wait)....play safely at all times (no headlocks, bullying, group runs, teasing, name-calling or unacceptable language)

AIMS OF THE CODE OF BEHAVIOUR

- To provide guidance for pupils, teachers and parents on behavioural expectations.
- To provide for the effective and safe operation of the school.
- To develop pupils self esteem and to promote positive behaviour
- To foster the development of a sense of responsibility and self-discipline in pupils based on respect, consideration and tolerance of others.
- To facilitate the education and development of the child.
- To foster caring attitudes to one another and to the environment.
- To enable teachers to teach without disruption.

IMPLEMENTATION

Every member of the school community has a role to play in the implementation of the Code of Behaviour. Rules will be kept to a minimum, emphasise good behaviour and will be applied in a fair and consistent manner, with due regard to the age of the pupils and to individual difference. Good behaviour will be encouraged and rewarded. Where difficulties arise, parents will be contacted at an early stage.

GENERAL GUIDELINES FOR POSITIVE BEHAVIOUR

- Pupils are expected to treat all adults and fellow pupils with respect and courtesy at all times. Behaviour that interferes with the rights of others to learn and to 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 keep a dignified and clean appearance, to have all books and required materials in the right place at the right time.
- Pupils are expected to obey the teacher's instruction and to present work neatly.
- Pupils are expected to attend every day.

BOARD OF MANAGEMENT RESPONSIBILITIES

- Provide a safe and comfortable environment.
- Support the Principal and staff in implementing the code.
- Ensure that the school's policy on, and procedures for, the use of suspension and expulsion are in line with the NEWB guidelines and any additional requirements set down by the patron.
- Ensure that all parents are aware of the school's policy.
- Appoint a Safety Officer
- 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.
- Gather information and help the teacher to understand the context and the factors that may be affecting behaviour.
- Generate ideas about possible solutions that take account of the reasons why it may be happening.
- Arrange a review of the code, as required.
- Ensure that temporary and substitute teachers are informed of the main safety guidelines.
- Remind the staff from time to time that the Code should be evaluated.

TEACHER'S RESPONSIBILITIES

- Support and implement the Code.
- Create a safe working environment for each pupil.
- Recognise and affirm good work e.g. a good mark or sticker, a quiet word or gesture to show approval, a comment on the child's copy.
- Prepare work well to the ability of all pupils and have a quick subject transition in order to reduce opportunities for boredom and therefore disruptive behaviour.
- Recognise and provide for individual talents and differences amongst pupils.
- Be courteous, fair and consistent.
- Use a firm, yet respectful, tone of voice, trying to achieve an eye to eye conference with the pupil when a reprimand is required.
- Keep a record of instances of serious misbehaviour or repeated instances of misbehaviour.
- Keep the relationship positive.
- Provide support for colleagues.
- Communicate with parents when necessary and provide reports on matters of mutual concern.
- Implement the agreed strategy consistently.
- Review progress

PARENTS' RESPONSIBILITIES

- Encourage their children to have a sense of respect for themselves and for property.
- Support and respect the school's requirements for timekeeping and punctuality.
- Be interested in, support and encourage children's work
- Be familiar with the code of behaviour and support its implementation.
- Co-operate with teachers in instances where the child's behaviour is causing difficulties for others.

- Communicate with the school in relation to any problems which may affect child's behaviour or progress.
- Communicate respectfully with the teacher.
- Respect the arrangement around meetings with the teacher...by appointment only.

PUPIL'S RESPONSIBILITIES

- Listen to the teacher and act on instruction / advice.
- Show respect for all members of the school community.
- Respect all school property and the property of the school community.
- Avoid behaving in any way which 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.

DISCOURAGING MISBEHAVIOUR

The purpose of sanctions and other strategies is to promote positive and discourage misbehaviour. Sanctions will be applied according to the gravity of the misbehaviour, with due regard to the age and emotional development of the child. They will preserve the dignity of all the parties involved. They will defuse and not escalate the situation. They may include....

- Reasoning with the pupil
- Verbal reprimand, including advice on how to behave
- Temporary separation from peers or temporary removal to another class
- Prescribing extra work
- Loss of privileges
- Detention during break time
- Communication with parents
- Referral to Principal
- Principal communicating with parents by phone/letter/ homework journal
- Exclusion from school(Suspension or expulsion) in accordance with Rule 130 of the Rules for national Schools as amended by circular, and the education and Welfare Act 2000.

SUSPENSION AND EXPULSION

Before these sanctions are used, the normal channels of communication between school and parents will be utilised. Where it is proposed that suspension be used as a sanction, parents will be invited to come to the school to discuss their child's case. Aggressive, threatening or violent behaviour towards a teacher or pupil will be regarded as serious or gross misbehaviour.

Where there are repeated instances of such misbehaviour, the chairperson of the Board will be informed and the parents will be invited, in writing, to attend a meeting to meet the Chairperson and the Principal. If the parents do not give an undertaking that the pupil will behave in an acceptable way, 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 regards to records of previous misbehaviours, their pattern and context, sanctions and other interventions and their outcomes and knowledge of any relevant medical history.

Suspension will be in accordance with the rules for National Schools and the Education and Welfare act 2000.

WHEN AND WHERE DOES THE CODE APPLY

Behaviour on the school premises during the course of the school day, or on a school-linked activity e.g. a school tour and in a school bus used for transporting children to or from an activity, will be subject to this code of behaviour.

Ratified by the Board of Management on.....(date)

Signed.....

Chairperson, Board of Management.

To be reviewed in the first term of '09/10