

**Scoil Asicus Naofa,  
Strandhill,  
Co Sligo.  
Roll No. 15004P**



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## **Code of Behaviour.**

The aims of the Code of Behaviour of Scoil Asicus are:

- 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 every 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 positive 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.

### **School Rules**

School rules are kept to a minimum and are devised with regard for the health, safety and welfare of all members of the school community. If a school is to function efficiently, it is necessary that rules and regulations are clearly stated and enforced consistently and fairly.

### **General Guidelines for School Rules to promote Positive Behaviour**

1. 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
2. Pupils are expected to show respect for all school property and to keep the school environment clean and litter free.
  3. Pupils are expected to take pride in their appearance, to have all books and required materials and to be in the right place at the right time.
  4. Pupils are expected to obey a teacher's instructions, to work to the best of their ability and to present assignments neatly.
  5. Pupils must take correction from all staff members.
  6. Pupils are expected to attend every day unless there is a genuine reason for absence, in which case the school must be informed in writing, stating the reason for absence.
  7. Pupils must walk in an orderly manner on entering and exiting the school using the school gate.
  8. Full uniform / school tracksuit must be worn every day.
  9. Pupils must walk quietly in corridors, going to and from yard, hall, church etc.
  10. When entering a classroom, pupils should knock, walk in and address the teacher in a polite manner.
  11. Pupils must stay in designated area, and may leave the yard only with a teacher's permission
  12. **Pupils should walk to gates and enter/exit through gates at all times.**
  13. A note from parents/guardians is required when a parent wishes his/her child to leave during school hours.
  14. Bad language is not acceptable and sanctions will be imposed. The use of such language towards a teacher or member of staff will be regarded as a very serious misdemeanour, undermining the teacher's authority.

### **Playground**

1. Pupils must vacate the school buildings at break times except on wet days. If for any reason a parent wishes a child to remain indoors at break, a note to that effect must be sent to the teacher.
2. Children should play within the areas allotted to their own particular group.
3. Pupils must play safely at all times. Anti-social, dangerous or hurtful behaviour is forbidden, (e.g. wrestling, headlocks, jockey backs, bullying, intimidation, teasing, jeering, fighting, spitting, kicking, charging in groups, bad language, exclusion)
4. It is essential for pupils to keep the school grounds tidy. Children must not throw litter around.
5. Under no circumstances must a pupil leave the school grounds without permission.
6. Pupils must obey the bell promptly.

### **Bullying**

Bullying is repeated verbal, psychological or physical aggression by an individual or group against others. The most common forms of bullying are aggressive physical contact, name-calling, intimidation, extortion, isolation and taunting. Bullying will not be tolerated and parents will be expected to cooperate with the school at all times in dealing with instances of bullying in accordance with the school's Anti-Bullying Policy.

*See anti-bullying policy*

### **Affirming Positive Behaviour**

Positive reinforcement of good behaviour leads to better self-discipline and we place a greater emphasis on rewards and incentives than on sanctions.

### **Strategies/Incentives**

- A quiet word or gesture to show approval.
- A comment on a child's exercise book.
- A visit to another class or Principal for commendation.
- Praise in front of class group / school assembly.
- Individual class merit awards, points awards or award stamps.
- Delegating some special responsibility or privilege.
- Written or verbal communication with parent.

### **Discouraging Misbehaviour –**

The purpose of sanctions and other strategies is to promote positive behaviour and to discourage misbehaviour. Sanctions will be applied according to the gravity of the misbehaviour, with due regard to age and emotional development. These may include:

- Verbal reprimand including advice on how to improve.
- Reasoning with pupil.
- Temporary separation from peers within class and/or temporary removal to another class.
- Prescribing extra work.
- Loss of privileges, which would not include curricular areas.
- "Breach of Code of Behaviour" forms, outlining misdemeanour and sent home to be signed by parents.
- Children in Middle / Senior classes may be asked to document misdemeanour/s which will be signed by parents/guardians.
- Communication with parents
- Referral to principal
- Meeting with parents, attended by teacher and principal.
- Where there are repeated instances of serious misbehaviour and suspension is being considered, the Chairperson of the BOM will be informed and the parents

will be requested in writing to attend at the school to meet with the Chairperson and/ or Principal.

- Exclusion (Suspension or Expulsion) from school (in accordance with Rule 130 of the Rules for National Schools as amended by circular and Education Welfare Act 2000):

### **Rule 130(5)**

“Where the Board of Management deems it necessary to deal with continuously disruptive pupils or with a serious breach of discipline, by authorising the Chairperson or Principal to exclude a pupil from school, the maximum initial period of such exclusion shall be three school days. A special decision of the BOM is necessary to authorise a further period of exclusion up to a maximum of 10 school days to allow for consultation with the pupil’s parents or guardians. In exceptional circumstances, the BOM may authorise a further period of exclusion in order to enable the matter to be reviewed.”

### **Suspension/Expulsion**

Before serious sanctions such as detention, suspension or expulsion are used, the normal channels of communication between school and parents will be utilised.

For gross misbehaviour or repeated instances of serious misbehaviour suspension may be considered. Parents concerned 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 serious misbehaviour, the Chairperson of the Board of Management will be informed and the parents will be requested in writing to attend at the school to meet the Chairperson and the principal. If the parents do not give an undertaking that the pupil will behave in an acceptable manner in the future 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, with due regard to records of previous misbehaviours, their pattern and context, sanctions and other interventions used and their outcomes and any relevant medical information. Suspension will be in accordance with the Rules for National Schools and the Education Welfare Act 2000.

In the case of gross misbehaviour, where it is necessary to ensure that order and discipline are maintained and to secure the safety of the pupils, the Board may authorise the Chairperson or Principal to sanction an immediate suspension for a period not exceeding three school days, pending a discussion of the matter with the parents.

Expulsion may be considered in an extreme case, in accordance with the Rule for National Schools and the Education Welfare Act 2000. Before suspending or expelling a pupil, the Board shall notify the Local Welfare Education Officer in writing in accordance with Section 24 of the Education Welfare Act.

### **Removal of Suspension (Reinstatement)**

Following or during a period of suspension, the parent/s may apply to have the pupil reinstated to the school. The parent/s must give a satisfactory undertaking that a suspended pupil will behave in accordance with the school code and the Principal must be satisfied that the pupil's reinstatement will not constitute a risk to the pupil's own safety or that of the other pupils or staff. The Principal will facilitate the preparation of a behaviour plan for the pupil if required and will re-admit the pupil formally to the class.

### **Before/After School**

Parents are reminded that **the staff of the school does not accept responsibility for pupils** before official opening time of **8.55am** or after the official closing time of **1.35p.m. (infants) 2.35 p.m. (other classes)** except where pupils are engaged in an extra-curricular activity organised by the school and approved by the Board of Management. Pupils involved in such activities are expected to behave in accordance with school behaviour policy during these times.

### **Board of Management's Responsibilities**

- Provide a comfortable, safe environment.
- Support the Principal and staff in implementing the code.
- 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.
- Arrange for review of the Code, as required.

### **Teachers' Responsibilities**

Support and implement the school's code of behaviour.

- Create a safe working environment for each pupil.
- Recognise and affirm good work.
- Prepare school work and correct work done by pupils.
- Recognise and provide for individual talents and differences among pupils.
- Be courteous, consistent and fair.
- Keep opportunities for disruptive behaviour to a minimum.
- Deal appropriately with misbehaviour.
- Keep a record of instances of serious misbehaviour or repeated instances of misbehaviour.
- Provide support for colleagues.
- Communicate with parents when necessary and provide reports on matters of mutual concern.

Pupils will not be deprived of engagement in a Curricular Area, except on the grounds of health/safety

## **Parents/Guardians' Responsibilities**

Children should be encouraged to have a sense of respect for themselves and for property.

- Ensure that children attend regularly and punctually.
- Be interested in, support and encourage their children's school work.
- Be familiar with the code of behaviour and support its implementation.
- Co-operate with teachers in instances where their child's behaviour is causing difficulties for others.
- Communicate with the school in relation to any problems which may affect child's progress/behaviour.

## **Appendix to Behaviour Policy**

The Behaviour code will be communicated to the pupils through SPHE lessons and as part of our whole school approach to promoting positive behaviour in our school. We believe this process will encourage ownership of the Code of Behaviour and as a result will foster personal responsibility.

**Class Rules:** to be drawn up by each class teacher in consultation with pupils and to be displayed visually in the classroom.

*This policy has been reviewed and updated by staff in consultation with Catherine Canny of PPDS (Primary Professional Development Service) in February / March, 2009*

*A copy of the above draft has also been sent to Parents' Association for review.*

*BOM members also received a copy and the Code was discussed and ratified at subsequent meeting.*

***Signed:***

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***Canon Niall Ahern***  
***Chairman Board of Management***

***Date: 18-05-09***