



Scoil Naisúnta an tSailéain **Sylane National School**

Policy Document

Title: Code of Behaviour and Discipline

Introductory Statement

Policy drafted at our SDP Day (8th March 2004) and again in June 2014 by staff at a staff meeting. It was ratified by the Board of Management on 18/06/2014

Aims

The aims of this policy are as follows:

1. To help the children develop as caring and responsible people who are truthful and just.
2. To promote positive behaviour and enhance children's self-esteem.
3. To help the school develop into a happy environment, (structured but relaxed) where children learn undisturbed and discipline problems minimised.
4. To ensure consistency in dealing with offences.

Positive Reinforcement of Good Work/Behaviour/Achievement

Teachers are conscious of raising the level of self esteem of each pupil and of giving all pupils pride in their work, in their school and in their community. There are a number of rewards which teachers use in their classes, both for work well done and for good behaviour.

- Praise in copybook/Homework Journal
- Praise in classroom in front of classmates
- Acknowledgement by Principal
- Golden Time (Reward Time for Good Behaviour)
- Stars and Merit Stickers/Group Prizes

- Display of work in classroom/ corridors
- Extra time at Art, PE, Computers or Library
- Items of Homework off
- Child of the week- positive qualities written about a chosen child on their “Child Of The Week” sheet by their classmates and displayed in the corridor

Morals and Golden rules:

DO	DON'T
Be gentle	Don't hurt anybody
Be kind	Don't hurt feelings or use improper language
Be honest	Don't cover up the truth
Work hard	Don't waste time
Look after property	Don't waste or damage things
Listen to people	Don't interrupt - raise your hand to speak

Routines:

1. School begins at 9.00 Walk in silence on the corridor, never push or run – stand back for an adult.
2. Stay in your own play area, before school, at 11 o'clock and at big lunch.
3. Never climb or swing on anything outdoors.
4. Walk quietly into line when bell rings.
5. Only food listed in 'Lunch Policy' allowed. All food must be eaten in class.
6. Always wear your uniform.

7. Walk to the gate when school ends.
8. Be on time for school. School begins at 9am.
9. Leave the school calmly, taking heed of cars and buses.

Categories of Misbehaviour

Minor Incidents

Inside Classroom:

1. Interrupting class work
2. Leaving seat without permission
3. Being discourteous and unmannerly
4. Not completing homework without good reason
5. Bickering and being argumentative in class
6. Passing notes in class

In Yard:

1. Name calling
2. Rough play
3. Excluding others from games
4. Spoiling games
5. Ignoring teacher's instructions
6. Playing in the wrong yard

Serious Incidents

Inside Classroom:

1. Repeated minor offences
2. Constantly disruptive in class
3. Consistently not doing homework
4. Telling lies
5. Stealing
6. Damaging other pupils' property
7. Being cheeky or back-answering a teacher
8. Leaving the classroom/school without permission
9. Not working to full potential on a regular basis
10. Using bad language in classroom
11. Deliberately injuring a fellow pupil in classroom, e.g. fighting or pulling a chair from under another pupil.

In Yard:

1. Repeated minor offences on yard
2. Dangerous behaviour which could endanger pupil safety, e.g. punching, kicking, fighting
3. Damaging school property
4. Repeated bad behaviour after warnings from the supervising teacher
5. Inappropriate physical contact
6. Bullying (verbal or physical) including name-calling, racist remarks etc.

Gross Unacceptable Behaviour

1. Aggressive, threatening or violent behaviour towards teacher/pupil
2. Open defiance of teacher's instructions
3. Vandalism of school property
4. Bringing illegal substances, i.e. cigarettes, into school. Smoking or taking any illegal substances in the school
5. Bringing dangerous items into school, e.g. penknives, bangers, lighters, matches, stink-bombs
6. Persistent bullying.

Sanctions

Isolated Minor Incidents

1. Verbal correction.
2. Reasoning with the pupil and indicating how to behave better.
3. Warning cards.
4. Prescribing of additional work.
5. Temporary separation from peers, friends and others.

It is important to note that if a teacher feels that the isolated offence was serious enough – the incident will be recorded.

Teacher records this in Class/Yard Record Grid.

At the end of the week child is called to office.

Child is given written punishment work.

Letter is sent to Parents informing them of the incident.

Repeated Minor Offences

After four incidents the child is warned that a fifth incident will result in parents being called to the school. At this meeting the details of all misbehaviour will be given to the parents. The Chairman of the Board of Management will be informed of repeated incidents of serious misbehaviour. The child will be kept in for a week (with written punishment).

Serious Misbehaviour

1. Isolation from Peers in class or in another teacher's room.
2. Loss of Privileges (Golden Time).
3. Pupil records the incident.
4. Referral to Principal or Deputy Principal.
5. Communication with parents.
6. Detention during school.

Teacher records this in Class/Yard Record Grid.

At the end of the week child is called to office.

Child is given written punishment work.

Letter is sent to Parents informing them of the incident.

OR

Teacher asks the child to write an account of the incident. The child's parents are asked to sign this report.

Repeated Serious Offences

If a child persists with unacceptable behaviour, despite parent's best efforts, the pupil may be suspended for a temporary period of time.

Rule 130(5) of the Rules for National Schools

"Where the Board of Management deems it necessary to make provision in the code of discipline to deal with continuously disruptive pupils or with a serious breach of discipline, by authorising the Chairperson or Principal Teacher to exclude a pupil or pupils from school, the maximum initial period of such exclusion shall be 3 school days. A special decision of the Board of Management 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 or pupil's parents or guardians. In exceptional circumstances, the Board of Management may authorise a further period of exclusion in order to enable the matter to be reviewed."

- When a child returns from suspension, he/she is obliged to report to the Principal in the office on his/her return, accompanied by his/her parent.

Gross Unacceptable Behaviour

In the case of Gross Unacceptable Behaviour, the Board of Management authorises the Chairman or Principal to sanction an immediate suspension pending discussion with the parents.

While waiting for the parent's presence in the school or while the discussion is taking place, the child may be removed from class and placed in another classroom. If parents fail to honour an appointment, the pupil may be suspended and parents informed by letter.

Classroom/Yard link

See attached misbehaviour record grids for yard and class.

Note: It is vital to record the **date** of the misdemeanour.

Minor incidents in class and yard are reported to the Principal on Friday afternoon.

Serious incidents are reported immediately.