

CODE OF BEHAVIOUR

This code was formulated in accordance with the Education Act 1998, Section 15, 9(1), (2) section 21. (1), (3), (4), Section 23(2),(3) and in accordance with Circular 20/90 of the Dept. of Education and Science and Rule 130 of the Rules for national Schools of the DES especially Section (3) and the passing of the Education (Welfare) Act 2000, specifically Section 18 and 23 and referenced in more recent circulars and school policies most recently in 2018 in light of the implementation of the Children First Legislation , GDPR and an annual review of all School Policies associated with our CSS and GDPR Policies.

The purpose of this Code of Behaviour is the creation of a positive learning environment which promotes positive relationships, wellbeing, self-esteem, motivation and achievement throughout the school. The aim is to ensure that the school should operate in an efficient manner to facilitate the implementation of an effective balanced and stimulating curriculum.

This code has been drawn up by the Principal, and teaching staff in consultation with the Board of Management and Parents Association. The overall responsibility for behaviour within the school rests with the Principal. Each teacher has responsibility for the maintenance of order within his/her classroom and for good order within the school premises. The school places greater emphasis on rewards rather than on sanctions in the belief that this will give the best result. A pupil will be referred to the Principal for serious breaches of behaviour and for repeated incidents of minor misbehaviour.

A good example has a powerful impact on children.. Parents and teachers to a lesser or greater extent, are dominant influences in children's lives and, for this reason, the school holds as an ideal that parents, teachers and visitors model good example at all times.

This code will be given to all parents when they enrol their child in St. Cronan's N.S. following any reviews or amendments, parents will be notified to review this policy on our website.

The co-operation of parents in the implementation of this Code of Behaviour is essential. Every effort will be made to ensure that the Code of Behaviour is implemented in a reasonable, fair and consistent manner.

This Code of Behaviour also applies to school activities outside school premises.

Acronyms:

- CSS- Child Safety Statement
- GDPR The General Data Protection Regulation

Board of Management of St Cronan's N.S.

Mr Jackie McNair (Chairperson), Mrs Ann Powell (Secretary), Mrs Sharon Talbot, Mr. Ken Connors Mrs Shiela Bohan, Mrs Gillian Ryan, (Treasurer) Mr. Mervyn Stanley, Mrs Gillian Kingston.

CODE OF BEHAVIOUR

Mission Statement

We, at St Cronan's National School, Rosemount aim to foster a loving, caring supportive environment where staff, parents/ guardians and pupils work together in an atmosphere of mutual respect and where all pupils, staff, nonteaching staff, visiting coaches, visiting teachers and parents are valued.

We aim to provide a safe and secure environment that is conducive to learning..

We aim to create an inclusive environment where diversity among individuals is celebrated, embraced and responded to and equal opportunities are available to all.

We seek to provide the highest standard of Primary Education possible for all our pupils.

The Board of Management want to ensure that every child reaches his/her intellectual, personal, physical, social and emotional potential and become a valued and responsible member of society by providing a relevant and balanced curriculum and developing their life skills.

We aim to develop an interest in learning and the motivation to learn and coupled with a lively and enquiring mind the ability to question and to make informed decisions.

The Christian faith underpins all the school life. Christian moral values are promoted and nurtured. Religious differences are appreciated and respected.

We aim to promote resilience, respect, self esteem, knowledge, care, patience, honesty, responsibility, gratitude, understanding, resourcefulness, kindness, forgiveness, courtesy in all our daily activities.

Ethos

St Cronan's National School is a Parish School reflecting and promoting the ethos and characteristic spirit of the Church of Ireland. The school seeks to uphold and express the doctrines, moral teachings, traditions, practices and customs of the Church of Ireland as defined by the General Synod. This distinctive spiritual and moral dimension undergirds and permeates the core values and daily life of the school.

The Principles of Our Ethos Statement

- The Christian Faith underpins all school activities
- All pupils, staff - teaching and non teaching, fulltime or part time, visiting coaches and parents are equally valued and respected
- Christian moral values are promoted and nurtured

The Practice of Our Ethos Statement

- Strong links are maintained with St. Cronan's Church, Roscrea The school visits the Church for religious services throughout the school year - Harvest, Christmas, End of Term Services

- Religious Education is seen as a core activity and School Assemblies are led weekly by the Church of Ireland and Methodist Minister on a fortnightly rota.
Special days in the Church's year are observed and celebrated eg. Harvest, Christmas, Lent, Easter
- Pupils in 6th Class are encouraged to organise fundraising activities to support local or national charities: Tipperary Hospice, Children's Shoebox Appeal, Christmas Food Appeal and a Lenten Project to support a charity of their choice.

The Aims of our Code of Behaviour:

- To create a positive learning environment that encourages and reinforces good behaviour
- To promote self-esteem and positive relationships
- To encourage consistency of response to both positive and negative behaviour
- To foster a sense of responsibility and self discipline in pupils and support good behaviour patterns based on consideration and respect for the rights 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
- To ensure that the school's expectations and strategies are widely known and understood through the Code of Behaviour
- To encourage the involvement of both home and school in the implementation of this policy
- Pupils are encouraged to see themselves as members of a community where all are entitled to respect irrespective of age, gender, religion, race, family circumstance or intelligence.
- Senior pupils are encouraged to adopt a caring attitude to their juniors and to be conscious of their responsibilities towards those younger than themselves.

The Responsibility of Parents:

1. Parents are recognised as the prime educators of their children, and should promote positive behaviour in the home. This is most likely to produce the attitudes on which good behaviour in school can be based.
2. Parents are encouraged to take an active role in their child's learning and behaviour at school.
3. Parents are encouraged to contact the school about any factors likely to affect or influence their child's behaviour or progress.
4. When a problem with behaviour arises parents will be contacted at an early stage.
5. Parents are required to familiarise themselves with this code and co-operate fully with the school with regard to the implementation of its policy on behaviour.
6. Parents should support their child's learning through compliance with the School's Homework Policy

The Responsibility of Staff: Teaching and NonTeaching

1. Staff are expected to abide by the Code of Professional Conduct published for Teachers on 20 June 2012. The Code sets out the standards of professional knowledge, skill, competence and conduct which are expected of registered teachers. The standards are underpinned by four core values - respect, care, integrity and trust, and reflect the complexity of teaching.
2. All staff working with our pupils must be Garda Vetted through Church of Ireland House or through Teaching Council.

Attendance Rules (cf CSS, GDPR policies)

1. Official school opening is 9.05am.
For insurance purposes children must not be dropped before 9.05am. Bus Drivers and Parents must ensure their child/children has entered through the Front door before leaving. Pupils must go directly to their classrooms and may not leave without their teacher's permission. Formal School Instruction begins at **9.25am** and children are required to attend punctually. Structured Activities are provided in all classrooms from 9:05am.
2. Instruction for Junior and Senior Infants ends at 1.45pm and children should be collected punctually at 1.45pm sharp from the front door.
3. Instruction for children in 1st class - 6th class ends at 2.45pm and children should be collected punctually at 2.45pm sharp from the front door. Supervision is provided until 2.55pm. When children pass through the front gates they become the responsibility of the parent/guardian or bus driver
4. Supervision as directed by Insurance Company ends at 2.55pm however in exceptional circumstances where a child is not collected on time contact will be made with their parent(s) and supervision provided until they are collected. Please ensure that contact details are kept up to date.
5. From Sept 2018, pupils will line up in the library and leave the school building through the front door according to their modes of transport. The teacher on duty is responsible for dismissing the pupils in an orderly manner.
6. Parents who wish their child to remain in doors during break time should inform their teacher in writing.
7. Children may not leave the school grounds, except with the permission of a member of the teaching staff or following a written request to the child's teacher from their parents/guardian. Eg children walking home from school without an adult must submit a written letter regarding arrangements to the Board of Management in September.
8. It is necessary on occasions, for a variety of reasons, for pupils to leave school early. Parents must submit written notification of this, outlining the reason(s) and given to the teacher in advance. Parents or others who are acting on behalf of parents, who call to collect children early, will call to the child's classroom for this purpose. Under no circumstances are pupils allowed to leave the school building unaccompanied to meet parents or others. Parents/ Guardians must sign the Late Arrivals and Early Departures Book in the School Office to comply with our CSS and GDPR

9. Prior notice of a minimum of seven days should be given to class teachers regarding family holidays during term-time. School Holidays lists will be distributed at the start of each school year and reminders will be sent out during term time

Absences of Pupils

The Education (Welfare) Act, 2000, requires parents to notify the Principal of a school in writing of the reasons for a child's absence. For absences of pupils from school, parents will fill up a slip found in the back of your child's Homework Journal upon the return of the child to school outlining the reason(s) for absence. They will be kept in accordance with our GDPR Retention Policy. For periods of absence in excess of 3 school days, parents will phone the school on the third day to indicate that the child will be absent for a period of longer than 3 days and indicating the approximate length of absence.. The Education (Welfare) Act 2000, Section 21 (4) requires a School Principal to inform an Education Welfare Officer electronically if the aggregate number of school days on which a student is absent from school during a school year is 20 days or more.

The following are banned:

- i. Liquid Tippex
- ii. Chewing Gum
- iii. High Energy Drinks
- iv. Fizzy drinks
- v. Glass Bottles
- vi. Food in the Playground
- vii. Mobile Phones
- viii. Abusive Language
- ix. Piggybacks, Chain Tig, Wrestling
- x. Hair Colouring - natural hair colouring only
- xi. Body Piercing other than earlobes
- xii. Body Tattoos
- xiii. Cigarettes
- xiv. Alcoholic Drinks
- xv. Solvents, drugs
- xvi. Weapons or instruments that may be used as a weapon
- xvii. Fireworks

For my Own Safety

1. Litter: No cartons or food in wrappers should be brought outside at break times. All wrappers and cartons must be brought home.

2. Junior and Senior Infants must be collected from the front door.

3. Senior Pupils must wait inside the library until school buses or parents arrive to collect.

4. P.E. equipment should only be used under supervision of teachers. Should balls go over the boundary walls, staff will accompany children to collect them.

5. Climbing gates and walls is forbidden.

6. No Cartons or food in wrappers should be brought outside at break times

7. In the event of an accident, if the accident wasn't observed by the teacher on duty the injured child or a friend tells the teacher on duty in the playground. That teacher looks after the injured child, or in the case of a serious injury, brings him/her to another staff member. When deemed necessary parents or guardians are contacted. In the event of a serious accident and no reply from the child's contact numbers, medical help is then sought by staff. We will continue to try and make contact with the child's family. It is essential that the medical forms are completed correctly with up to date contact phone numbers and stored in accordance with

our GDPR Policy. The Board of Management pay for Brennan's Insurance annually and claims made be made to cover the cost of all medical expenses necessary.

Extra Curricular Activities: (cf Garda Vetting Policy)

1. Events organised by the staff are the responsibility of the staff and are covered by school insurance. If these are out of school hour the Insurance Company should be notified. Contact details are available through the School Secretary.
2. Events organised by parents are covered by school insurance as long as the parent who is taking responsibility is identified and has complied with garda vetting through the school and Church of Ireland House through the school and Church of Ireland House
3. All coaches must be garda vetted through the school and Church of Ireland House
4. The Board of Management pay for Brennan's Insurance annually and as this is 24hour cover claims made be made to cover the cost of medical expenses necessary if an accident occurs outside of school hours.

Dress Code:

Personal appearances must avoid the extremes of fashion

1. Since September 2010 children enrolling in St Cronan's N.S. must wear the school uniform. It is available through Skippy International.
2. It is expected that each child shall have a clean, neat and tidy appearance and the acceptability of hairstyles, clothing etc will be ruled upon by the Principal and Chairperson of the Board of Management.
3. Stud earrings are the only form of 'body piercing jewellery' that the Board find acceptable. The Principal reserves the right to ask a pupil to remove any unsuitable jewellery on Health and Safety Grounds. (cf Health and Safety Policy 2018)
4. All belongings should be clearly marked especially school uniform.
5. Parents are requested to check their children's hair regularly for evidence of head lice and inform the school immediately if such evidence is found. A standard letter will notify parents as soon as we are made aware of an incident of headlice in our school. (cf Health and Safety Policy 2018)

Ten Golden Rules

1. We Listen. We don't interrupt.
2. We are gentle. We don't hurt others.
3. We are honest. We tell the truth.
4. We are kind. We respect everyone associated with our school.
5. We work hard. We don't waste time.
6. We look after our own property. We won't damage our own or others.
7. We come to school prepared for the school day with our homework completed.

8. We obey. We carry out instructions given by staff, teaching or non-teaching, facilitators, coaches and parents.
9. We respect ourselves and others
10. We use appropriate language.

The list of rules may vary slightly from time to time, depending on circumstances. These rules are brought to the attention of the children through the class teachers on a regular basis and, in any event, at the start of each term.

STRATEGIES TO ENCOURAGE GOOD BEHAVIOUR:

Praise may be given by means of any of the following:

- A quiet word or gesture to show approval
- A comment in a child's book
- Various reward systems
- A visit to another member of staff or Principal for commendation
- Delegating some special responsibility or privilege
- A mention to parent/guardian, written or verbal

DISCIPLINARY ACTION WHEN DEALING WITH UNACCEPTABLE BEHAVIOUR

Teacher deals with minor instances of disobedience, unsatisfactory attitudes and socially unacceptable behaviour. Corporal Punishment is forbidden. The degree of misdemeanours will be judged by the teacher / or Principal based on a common sense approach with regard to the gravity/frequency of such misdemeanours.

Examples of Minor Misdemeanours:

Interrupting class work, leaving seat without permission, being discourteous, not working to his/her full potential, not completing homework without good reason, not having homework journal signed, etc.

Examples of Serious Misdemeanours:

Damaging others' property, stealing, telling lies, using unacceptable language, deliberately injuring others, bullying, back answering a teacher, constantly disrupting class, refusing to respond to staff members' instructions, deliberately injuring a fellow pupil / staff member, aggressive or threatening behaviour, not completing homework on a regular basis, etc

These lists consist of examples and are not meant to be a totally comprehensive list of misdemeanours. Records are kept of unacceptable behaviour. Files will be opened after serious breaches or continuous correspondence with parents.

The following strategies may be used to show disapproval of unacceptable behaviour:

- ◆ Reasoning with the pupil

- ◆ Reprimand, including advice on how to improve. Unacceptable behaviour will be discussed with the child concerned and depending on the behaviour involved the child may be required to write an apology or make good any damage which his/her behaviour has caused.
- ◆ Temporary separation from peers, friends or others/ Detention during a break period. In some instances children may be deprived of playtime or other privileges or given extra homework.
- ◆ Loss of privileges, Children whose behaviour is unsatisfactory over a period of time may not be allowed to participate in school activities eg sports day, outings etc.
- ◆ Referral to the Deputy Principal
- ◆ Referral to the Principal
- ◆ Communication with Parents- Communication with parents is a key factor in the elimination of behavioural difficulties in schools. As a general principle, parents are involved at the early stages of behavioural difficulties rather than as a last resort. Where a pattern of misbehaviour may be developing, the parents or guardians will be contacted and a programme of regular communication will be established so that a joint approach to the problem may be agreed. For this reason, parents will always be kept up-to-date with regard to behavioural issues, as required.
- ◆ Referral to the Chairperson
- ◆ Parents requested to meet with the Principal and Chairperson. It will be necessary for a child and his / her parents to give a formal undertaking that the behaviour will not be repeated.
- ◆ Referral to the Board of Management to sanction suspension.

Serious Misbehaviour: Suspension (Temporary)

In cases of continuously disruptive behaviour, school management may exclude pupils from school for an initial period of three days. In exceptional circumstances, further periods of exclusion of up to ten days may be authorised. Only in the most exceptional circumstances will expulsion be considered. As required under the Education Welfare Act 2000, Section 23 (2), the following procedures will apply in the case of suspension.

Grounds for Suspension

- Proportionate response to behaviour that is causing concern
- Seriously detrimental effect on the education of other students
- Threat to safety - (Health and Safety Policy)
- One single incident of serious misbehaviour may be grounds for suspension

Suspension:

Forms of Suspension

- Immediate - (Caught red handed)
- Automatic - (Certain designated behaviour)
- Rolling (on return commits another offence)

In cases where suspension is being considered, and before any form of suspension is imposed,

1. Parents will be invited to discuss their child's behaviour.
2. If the Principal and the Chairperson of the Board of Management are satisfied with any undertaking given by the parents of the child concerned, then any suspension being contemplated may be deferred or dropped.
3. Any suspension to be imposed will be notified to parents in advance and a return time and date specified.
4. The Principal will reintroduce any suspended pupil to his or her class as specified.

5. At the time of return from suspension, it will be necessary for a child and his / her parents to give a formal undertaking that the behaviour which led to suspension will not be repeated.

The Period of Suspension:

- Principal - 3 days
- Principal - 5 days (approval of Chairperson)
- BOM - up to 10 days

Under Section 29 of the Education Act 1998, parents or pupils who have reached the age of 18 are entitled to appeal to the Secretary General of the DES against some decisions of the Board of Management including permanent exclusion from a school and suspension for a period which would bring the cumulative period of suspension to 20 school days or longer in any one school year. Circular 22/02. Accordingly schools will advise parents of this right of appeal and associated timeframe if it has decided to suspend or permanently exclude a pupil. Appeals must generally be made 42 calendar days from the date of the decision of the school was notified to the parent or pupil.

Bullying

Bullying is repeated aggression, verbal, psychological or physical, conducted by an individual or group against others. Isolated incidents of aggressive behaviour, which are not condoned, cannot be described as bullying. However, when behaviour is systematic and ongoing, it is bullying.

The Department of Education & Science has identified a number of different types of bullying, and the school accepts and concurs with this elaboration of what constitutes bullying.

This includes

- ◆ physical aggression,
- ◆ damage to property,
- ◆ demands for things,
- ◆ intimidation,
- ◆ isolation,
- ◆ name-calling
- ◆ 'slagging'

It is well recognised that bullying can have a very serious effect on individuals and, for this reason; any incidents of bullying that arise are always dealt with promptly and in a serious manner.

As many young children may be unaware that what they engage in may be described as bullying, measures are taken both in classrooms or when the whole school are brought together eg Assembly to ensure that children understand the types of behaviour that are not tolerated.

Please read this document in conjunction with the following policies

- **St. Cronan's Anti-Bullying Policy**
- **Health and Safety Statement**
- **Internet Acceptance Use Policy & Mobile Phone and Electronic Games Policy**
- **Child Protection Policy**