

## **SCOIL MHUIRE NAOFA, RATHFEIGH CODE OF BEHAVIOUR**

The aims of the Code of Behaviour of Scoil Mhuire Naofa, Rathfeigh 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.

### **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 take pride in their appearance, to have all books and required materials and to be in the right place at the right time.
- Pupils are expected to obey a teacher's instructions, to work to the best of their ability and to present assignments neatly.
- 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.

### **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. The school's Anti-bullying Policy is on the school website. A hard copy is available on request from the office.**

### **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 which can be used**

- A quiet word or gesture to show approval.
- A comment in a child's journal.
- A visit to another class or Principal for commendation.
- Praise in front of class group.
- Individual class merit awards, points awards or award stamps.
- Delegating some special responsibility or privilege.
- Written or verbal communication with parent.
- Treat for the class – no uniform day.
- Subject off, homework off/Homework free day.
- Extra play time.
- ICT

### **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 age and emotional development. These may include

- Reasoning with pupil.
- Verbal reprimand including advice on how to improve.
- Temporary separation from peers within class
- Temporary removal to another class.
- Prescribing extra work.
- Detention during break.-
- Behaviour Monitoring Sheet signed by parent/guardian
- Communication with parents.
- Referral to Principal.
- Principal communicating with parents.
- Loss of privileges

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).

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

### **Specific sanctions**

- Punctuality- class teachers will record children arriving late to school on the Aladdin computer system.
- Pupils who leave school grounds without permission are sent to the principal.

- The Principal will be informed if pupils walk on the walls or climb trees.
- Pupils re-entering the school building without permission are sent to the school principal.
- Kicking, spitting, rough play will be dealt with by class teacher unless very serious. (all serious misbehaviour on the yard is recorded by the teacher supervising the yard)

### **Suspension/Expulsion**

All serious misbehaviour is recorded. A parent may be contacted immediately in the event of serious breach of school rules. A pupil consistently in breach of school rules may lose out on class privileges. Before serious sanctions such as detention, suspension or expulsion are used, the normal channels of communication between school and parents will be utilised. Communication with parents may be verbal or by letter depending on the circumstances.

**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.**

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 sanction of an immediate suspension for a period not exceeding three school days, pending a discussion of the matter with the parents. Suspension will be in accordance with the Rules for National Schools and the Education Welfare Act 2000.

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.

### **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.

Pupils will:

- Line up when the bell rings at the end of playtime and wait in orderly manner to be collected by their teacher. Silence on second bell.

- Not climb trees or on walls or walk on grass in front of school.
- Remain on the school grounds at all times.
- Not re-enter the school building without permission.
- Remain seated in their classroom during break time.
- Be punctual, school begins at 9.00a.m. No ball play allowed in yard before or after school.
- Play fairly with each other. Kicking, spitting, bad language or rough play is not allowed. We ask any pupil who feel he/she is being bullied or picked on, to tell teachers or parents immediately, whether these incidents happen in school, on the bus or on the way to or from school. If you see an incident of bullying please report it.
- Wear flat shoes during P.E.Children without appropriate footwear will not (for their own safety) be permitted to join P.E.
- Wear correct school uniform on all days.
- Adhere to healthy lunch policy in the school. We recommend that children eat a wholesome lunch e.g. sandwich, fruit, milk or yoghurt. Sweets, bars, and fizzy drinks are not allowed except on “Healthy lunch optional day”. Chewing Gum is not allowed anywhere in the school.
- Remain seated at all times on the school bus and wear seatbelts.
- Bicycles should be walked into and out of school at all times. Students, for their own safety, may not enter school through gate at staff parking area-use stile.

#### **In The Classroom:**

- Pay attention, take part in classroom discussions.
- Be courteous, use phrases such as “please”, “thank you” and “excuse me”. Listen without interrupting.
- Raise hand to answer question.
- Leave classroom clean, tidy and litter free each evening.
- Take good care of books, pens, pencils and all school equipment. To minimise disruption make sure you have all you need for class. Respect the belongings of others.
- Hang coats, scarves etc tidily in the appropriate place.
- Knock before entering another classroom.
- Vacate classroom at break time and stay outside until you come in with your class.

#### **Before/After School**

Parents are reminded that the staff of the school does not accept responsibility for pupils before the school opening time of 8.50 am. (Classes start daily @ 9.00am), after the official closing time of **1.40 pm**. (infants) **2.40 pm**. (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.
- Protect and promote the ethos of the school
- We support the school in ensuring that the needs of the pupils are identified and responded to.
- Ensure that school plans are developed, implemented and regularly evaluated.

### **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' Responsibilities**

- Attend school regularly and punctually.
- Listen to their teachers and act on instructions/advice.
- Show respect for all members of the school community.
- Respect all school property and the property of other pupils.
- 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.

### **Parents/Guardians' Responsibilities**

Encourage children 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.

**The following guidelines will apply in the event of viruses like Covid 19**

**Covid-19**

Parents/Guardians are required to observe and respect all social distancing protocols in relation to any contact with the school. This includes maintaining a two metre distance to other families when dropping off or collecting their children from the school and any contact within the school. All visits to the school are required to be made by prior appointment with the principal. Parents/Guardians must not congregate at the school when dropping or collecting children from school.

**Behaviour Expectations**

Our school requires every member of the school community to observe and respect cough and sneeze etiquette, the principles of social distancing and make every effort to minimize risk to oneself and others.

**Hygiene and Health Expectations**

- All children must follow school instructions on hygiene such as handwashing and sanitising.
- Children must sanitise their hands when entering or leaving the classroom and before/after eating and drinking.
- The children must not share any equipment or other items including drinking bottles.
- The children must tell an adult if they are experiencing symptoms of Covid – 19.
- The children must maintain healthy practice when coughing or sneezing, cover any cough or sneeze with a tissue, then throw the tissue in the bin.
- The children must refrain from spitting or coughing at or towards other children and staff.

**Sanctions for unsafe behavior during Covid-19**

Incidents which involve children, who deliberately fail to comply with instructions, will be addressed in line with sanctions of our Code of Behaviour policy. These include but are not limited to):

- Intentional damage to our misuse of sanitizing and /or cleaning equipment and materials.
- Behaving inappropriately which causes offence or concern to other children and members of staff through pranks or fake coughs/sneezes.
- Spitting or coughing at other children or staff.
- Spreading unfounded rumours or stories that pupil/pupils or members of staff have tested positive for Covid – 19.

This policy will be reviewed in January 2026

**Ratified by the Board of Management on:** January 23<sup>rd</sup> 2025

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Derrick Monahan  
Chairperson of Board of Management.

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Seamus Tansley.  
Principal.

Date: \_\_\_\_\_

Date: \_\_\_\_\_

## **Procedures for dealing with bad behaviour**

1. Reasoning with pupil.
2. Verbal reprimand including advice on how to improve.
3. Temporary separation from peers within class
4. Prescribing extra work.
5. Temporary removal to another class.
6. Detention during break.
7. Loss of privileges
8. Consequence sheet signed by parent
9. Communication with parents.
10. Referral to Principal.
11. Principal communicating with parents.



## **School Rules**

### **Pupils will:**

1. Line up when the bell rings at the end of playtime and wait in orderly manner to be collected by their teacher. Silence on second bell.
2. Not climb trees or on walls or walk on grass in front of school.
3. Remain on the school grounds at all times.
4. Not re-enter the school building without permission.
5. Remain seated in their classroom during break time or if the teacher is called away even for a short time.
6. Be punctual, school begins at 9.00a.m. No ball play allowed in yard before or after school.
7. Play fairly with each other. Kicking, spitting, bad language or rough play is not allowed. We ask any pupil who feel he/she is being bullied or picked on, to tell teachers or parents immediately, whether these incidents happen in school, on the bus or on the way to or from school. If you see an incident of bullying please report it.
8. Wear flat shoes during P.E.Children without appropriate footwear will not (for their own safety) be permitted to join P.E.
9. Wear correct school uniform on all days. Track suit on P.E. Day or for other sports' activities.
10. Adhere to healthy lunch policy in the school. We recommend that children eat a wholesome lunch e.g. sandwich, fruit, milk or yoghurt. Sweets, bars, and fizzy drinks are not allowed. Chewing Gum is not allowed anywhere in the school.
11. Remain seated at all times on the school bus and wear seatbelts.
12. Bicycles should be walked into and out of school at all times. Students, for their own safety, may not enter school through gate at staff parking area-use stile.

### **In The Classroom**

1. Pay attention, take part in classroom discussions.
2. Be courteous, use phrases such as “please”, “thank you” and “excuse me”. Listen without interrupting.
3. Raise hand to answer question.
4. Leave classroom clean, tidy and litter free each evening.
5. Take good care of books, pens, pencils and all school equipment. To minimise disruption make sure you have all you need for class. Respect the belongings of others.
6. Hang coats, scarves etc tidily in the appropriate place.
7. Knock before entering another classroom.
8. Vacate classroom at break time and stay outside until you come in with your class.

### **Specific sanctions**

1. Punctuality-repeated breaches are sent to the principal. Pupils who play with ball before or after school will have it confiscated.
2. Pupils who fail to line up after the 2<sup>nd</sup>. Bell is sent to the wall. Pupils write out consequence sheet signed by parent. Teacher keeps a record of their names in a class copy. Same sanction for skipping/running in two's in the line.
3. Pupils who leave school grounds without permission are sent to the principal.
4. Pupil's using bad language-are sent to the principal.
5. Pupils who walk on grass, walls, climb trees-sent to wall/consequence sheet-pupils hand to their own class teacher the following day.
6. Healthy lunches-teachers who discover non-healthy lunches will take the food from the child and return it at 2.40pm (unless the child has nothing else to eat).
7. Pupils re-entering the school building without permission are sent to the school principal.
8. Kicking, spitting, rough play-dealt with by class teacher unless very serious. (all serious misbehaviour on the yard is recorded)