

# Code of Discipline

## Aims:

In devising the code, consideration has to be given to the particular needs and circumstances of this school. The aim is to create an ordered and orderly environment in which pupils can, through developing self-discipline, feel secure and make progress in all aspects of their development

Every effort will be made by all members of staff to adopt a positive approach to the question of behaviour in the school

## Principles:

The school recognises the variety of differences that exist between children and the need to tolerate these differences

It is agreed that a high standard of behaviour requires a strong sense of community within the school and a high level of co-operation among staff and between staff, parents and pupils

Every effort will be made to ensure that the code of discipline is implemented in a reasonable, fair and consistent manner

# School Rules

**Safety:** For my own safety and that of others;

I should be careful coming to and going from school

I should always walk while in the school building

I should remain seated at all times in class and while eating lunch

I should always show respect for my fellow pupils

Bring a note of explanation following absences

I should never leave the school grounds without permission

**Caring for myself:**

I should respect myself and my property, always keeping my school bag, books and copies in good order

I should always be in school before the bell rings at 8.50a.m.

I should show respect for my school and be proud to wear the complete school uniform every day

I should always be aware of my personal cleanliness

I should always bring a sensible, nutritional lunch to school. Crisps, minerals, sweets or chewing gum are not permitted

I should always do my best in school by listening carefully, working as hard as I can and by completing my homework

### **Caring for others:**

I should be kind and respectful to teachers and fellow pupils by being mannerly and polite, by taking turns and by remaining silent and orderly in my class line

I should behave well in class so that my fellow pupils and I can learn

I should always keep my school clean by bringing unfinished food and drinks, cartons, wrappers etc home. I should show respect for the property of my fellow pupils, the school building and grounds

Be truthful and honest at all times

### **Bullying:**

I should never bully others. I should never allow others to bully me and if it happens, I should tell my parents and my teacher. Bullying is always unacceptable.

**Scoil Padre Pio is a 'bully-free' zone**

## **Clár ama na Scoile:**

School begins: 8.50a.m.

School Closes: Junior Infants: 1.00p.m.

Senior Infants: 1.00p.m.

Other Classes: 2.30 p.m.

## **Homework:**

It is the policy of the school to assign homework on a regular basis. Parents are strongly advised to take an active interest in their child's homework and to sign their homework journal each night (ensuring that it is done).

Please refer to our school's homework policy.

## **Strategies:**

### **1. Praise may be given by means of any one of the following;**

A quiet word or gesture to show approval

A comment in a pupil's exercise book

A visit to another member of staff or to the Principal for commendation.

A word of praise in front of a group or class

A system of merit marks

Delegating some special responsibility or privilege

A mention to parent, written or verbal communication

### **2. Disapproval of unacceptable behaviour will be dealt with as follows;**

(The nature of the behaviour will determine the strategy)

Reasoning with pupils

Reprimand (including advice on how to improve)

Prescribing extra work

Communication with Parents

Temporary separation from peers and/or loss of privileges.

Referral to Principal/Deputy-Principal

Note to parents

Take note of

Suspension/expulsion (in accordance with Rule 130 of the Rules for National Schools as amended by circular 7/88).

## **Procedures:**

The degree of misdemeanours i.e. minor, serious or gross, will be judged by the teachers and/or Principal based on a common sense approach with regard to the gravity/frequency of such misdemeanours, as follows;

### **1. Examples of minor misdemeanours:**

Interrupting class work/arriving late for school/running in the school building/talking in the class line/leaving assigned seat without permission at lunch time/not bringing a toilet bag/placing unfinished food/drink cartons in class bin/leaving litter around the school/not wearing the correct school uniform/being discourteous/unmannerly/not completing homework without good reason/not having homework signed by a parent/ endangering self/fellow pupils in the school yard at break time.

#### **1.1. Examples of steps to be taken by teachers when dealing with minor misdemeanours:**

Verbal reprimand/reasoning with the pupil

#### **1.2. Examples of steps to be taken when dealing with regular occurrences of minor misdemeanours**

##### **Phase 1 (within the classroom):**

The teacher reprimands the pupil

## **Phase 2:**

Send to the Deputy Principal

Send to the Principal

Class teacher meets one/both parents

Principal/Deputy Principal meets with one/both parents concerning behaviour

## **2. Examples of serious misdemeanours:**

Constantly disruptive in class/telling lies/stealing/damaging other pupil's property

Bullying/back answering a teacher/frequenting school premises after school hours without appropriate permission/leaving school premises during school day without appropriate permission/Not working to full potential/using unacceptable language/bringing weapons to school/deliberately injuring a fellow pupil

### **2.1 Examples of steps to be taken when dealing with serious misdemeanours;**

Send to the Deputy Principal

Send to the Principal

Principal sends note in Journal to be signed by parent

Principal meets with one/both parents

Chairperson of Board Of Management is informed and parents requested to meet with the Chairperson and Principal

### **The procedure for suspension is as follows:**

A record will be kept in the school of all instances of serious misbehaviour by pupils.

Parents will be invited to meet the class teacher, the Principal and/or the Chairperson to discuss serious incidents of misbehaviour.

Communications to parents regarding the suspension of a pupil or the possibility of suspension will be in writing. (Copies of all correspondence will be retained)

A written statement of the terms and date of the termination of a suspension will be given to parents.

The maximum initial period of suspension will be three school days. A special decision of the Board of Management is necessary to authorise a further period of exclusion up to a maximum of ten school days to allow for consultation with the pupil or pupil's parents/guardians. In exceptional circumstances, the Board of Management may authorise an extended period of exclusion in order for further consideration.

When a period of suspension ends, the pupil will be re-admitted formally to the classroom by the Principal; and

Where a satisfactory resolution of a problem is achieved, a pupil may be re-admitted to school within a suspension period at the discretion of the Board of Management.

**The procedure for expulsion is as follows:**

(a) See 1 & 2 Re: Suspension

(b) Procedure as in section 24, Part III of Education (Welfare) Act, 2000.

**Ratification**

This policy was ratified by the Board of Management on: \_\_\_\_\_

Signed: \_\_\_\_\_