

# Code of Behaviour

## Bunscoil McAuley Rice

Good behaviour is based on good relations between parents/guardians, child and school.

In Bunscoil McAuley Rice, we hope to foster this ideal in co-operation with our parents/guardians. We have adopted a positive code of behaviour with emphasis on encouragement and reward so that good behaviour can prevail in our school.

The Board of Management of the Bunscoil McAuley Rice has ultimate responsibility for behaviour in the school. Within the school, the overall day to day responsibility for behaviour rests with the Principal. Each teacher has the responsibility for the maintenance of good behaviour and good order within his/her classroom while sharing a common responsibility for good behaviour within the school premises.

“The adults in the school have a responsibility to model the school’s standards of behaviour, in their dealings both with students and with other, since their example is a powerful source of learning for students.” P.38 *Developing a Code of Behaviour: Guidelines for Schools (NEWB)*

Parents/guardians can support the school by encouraging their children to understand the need for school rules, and by communicating any relevant concerns to the school.

All students are required to comply with the Code of Behaviour.

In devising the following *Code Of Behaviour* for Bunscoil McAuley Rice, every effort is made to adopt a positive approach to the question of behaviour in the school and greater emphasis is placed on rewards and recognition of good behaviour than on sanctions. We recognise the variety of differences that exist between students and try to accommodate these differences.

Our school rules aim to ensure that each student respects and cares for him/herself and has respect, care, consideration and courtesy for others.

### Proactive Behaviour Intervention

- Once per term the students of each class will be introduced to the code of discipline and behaviour for the school. They will be taken through each of the rules and exercises will be carried out to ensure they understand the need for these rules and the benefits for themselves.
- Students from each class will receive lessons/assemblies on the subjects of good/bad behaviour, discipline, bullying, Golden Rules etc. and incentives will be introduced to encourage good behaviour e.g. ‘Student of the Week’ award.
- The school will investigate the need for talks for both the pupils and parents on the subject of behaviour, bullying/cyber bullying/mobile device usage.

## Implementation of Code of Behaviour:

### SCHOOL RULES:

- Students are expected to be caring and courteous in their attitude to others – teachers, SNAs, staff, parents, friends and other children.
- All students are expected to be in school no later than 9.20 a.m. on each school day unless alternative arrangements have been made with the school principal. Students are supervised in their classrooms from 9:00am to 9:20am daily before school begins. If for any reason a student is unable to attend on time, a written note to the class teacher via Aladdin Connect is expected. A note should also be furnished when students are returning after any absence from school. Parents are asked to update their children's absences on the Aladdin App.
- Students are expected to move about the school in a quiet and orderly manner, showing respect for classes in session nearby. In the interests of safety and hygiene children do not run or eat in the corridors of the school.
- All students must go to the playground at break times, weather permitting. In the playground it is expected that they play and move about in a manner that will allow all to play in safety. Certain areas adjacent to the playground are out of bounds in the interest of safety. On wet days the students will be supervised in their classrooms during break times.
- Bullying in any of its forms will not be tolerated.
- When school finishes each day, all students must leave the school grounds in a quiet and orderly manner.
- Bad language will not be tolerated in the school.
- Spitting/coughing deliberately in another's face will not be tolerated.
- Homework should be done neatly and in full. A written note from parent/guardian is required if homework is not done.
- The school uniform must be worn each day except on P.E. days when the school tracksuit must be worn. Junior Infants, for ease of movement, wear tracksuits every day to school.
- Jewellery, other than watches and stud earrings, are not allowed in school.
- Chewing gum is not allowed.
- Party invitations may be given out in the classroom only when there is an invitation for every student in the class.

### POSITIVE ATTITUDE TOWARDS BEHAVIOUR:

The school wishes to stress the need for a positive attitude towards behaviour. The school encourages and re-enforces exemplary behaviour with minimum attention to those who wish to choose inappropriate behaviours.

The following is a list of recommended rewards and is not exhaustive:

- Praise and commendation for work well done.
- Rewards for achievements
- Merit awards
- Promotion of games, craft and pleasant opportunities to enjoy
- Certificates

### SANCTIONS

1. The overall responsibility for discipline within the school rests with the Principal. On a day to day basis each teacher has responsibility for the maintenance of discipline within his/her classroom while sharing a common responsibility for good order within the school premises. A student will be referred to the Principal for serious breaches of discipline and for repeated incidents of minor breaches of discipline.

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

- a) Reasoning with the student
- b) Reprimand (including advice on how to improve)
- c) Temporary separation from peers, friends and others
- d) Loss of privileges
- e) Prescribing additional work
- f) Communication with parents
- g) Referral to Principal
- h) Suspension.

(The above list of reprimands does not have to be followed in order.)

3. In the case of serious misbehaviour or persistent disruption, the following steps may be taken:

a) Class teacher will keep a written record of all incidents of serious misbehaviour as well as a record of improvements in the behaviour of disruptive pupils and will inform the Principal of the problem.

b) Parents/Guardians will be notified requesting one or both of them to meet with the class teacher. The Principal may be in attendance.

c) The Principal may suspend a student immediately for up to 3 full school days for serious misbehaviour (which includes aggressive, threatening or violent misbehaviour towards a teacher, staff member or other children). The Principal may request that the parents/guardians take the student home early from school due to serious misbehaviour.

d) If, after the above steps have been taken, there are repeated instances of serious misbehaviour (which include aggressive, threatening or violent misbehaviour towards a teacher, staff member or other students) 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 Principal. Notification shall be delivered by hand or by registered mail. Copies of all correspondence shall be kept in the school files. If the parents do not give an undertaking that the pupil will behave in an acceptable manner in the future the pupil may have to be suspended for a temporary period of up to 5 days. If the pupil poses a danger to other students/staff members, he/she may be expelled from the school.

e) After three (3) suspensions, the Board of Management may consider expulsion from the school.

#### Parents/Guardians

The co-operation of parents and guardians in dealing with discipline and other problems is deeply appreciated. Therefore we would ask you to ensure your child has a good understanding of the Code of Behaviour for the school and understands the need to abide by these rules.

In order to make this work it is necessary for the school to ensure each student and parent/guardian has received, and understands, the Code of Behaviour for the school. This Code is published on the school website.

The objective of this Code is to ensure a safe and happy learning environment for the children of Bunscoil McAuley Rice.

The following policies should be read in conjunction with this policy:

- Code of Conduct for Sport
- School Tours
- School Uniform
- Procedures for Trips
- Complaints Policy
- Anti-Bullying Policy
- Child Protection Policy
- Acceptable Use Policy

This policy was reviewed and ratified by the Board of Management on 18<sup>th</sup> December, 2020.

## Appendix:

### Procedures in respect of Suspension. (as per pages 70- 77 of the NEWB Guidelines)

While the BoM has the authority to suspend, they have delegated this authority to the Principal together with either the chairperson of the BOM or the Deputy Principal for periods of up to three days.

The following procedures will apply:

- Investigation of the facts to confirm serious misbehaviour.
- Parents will be informed by phone or in writing about the incident.
- Parents will be given an opportunity to respond.

If suspension is still decided upon.

- Principal notifies parent in writing of the decision to suspend. The letter should confirm:
  - o The period of the suspension and the dates on which the suspension will begin and end.
  - o The reasons for the suspension.
  - o Any study programme to be followed.
  - o The arrangements for returning to school, including any commitments to be entered into by the student and the parents.
  - o The provision for appeal to the Board of management or secretary general of the DES. (Only where the total number of days for which the student has been suspended in the current school year reaches 20 days.)
  - o Where the cumulative total of days reached 6, the NEWB will be notified. Records and reports.

Formal written records will be kept of:

- The investigation
- The decision-making process
- The decision and rationale for the decision
- The duration of the suspension and any conditions attached to the suspension

Expulsion.( As per page 82 of the NEWB Guidelines) Procedures in respect of expulsion.

- A detailed investigation carried out under the direction of the principal.

o Inform parents in writing of alleged misbehaviour, how it will be investigated and that it could result in expulsion.

o Give parents and students the opportunity to respond before a decision is made.

\* A recommendation to the BOM by the principal( see page 84 NEWB guidelines)

\* Consideration by the BOM of the principal' recommendations and the holding of a hearing. (see page 84 NEWB Guidelines)

\* BOM deliberations and actions following the hearing. ( page 85 NEWB Guidelines)

\* If BOM is of the opinion that the student should be expelled, the Board must notify the Educational Welfare Officer (EWO) in writing, of its opinion and the reasons for this opinion. The intention to expel a student does not take effect until 20 school days have elapsed after NEWB have received written notification. The NEWB should be notified using a Notice of Intention to Expel form which is available on [www.schoolreturn.ie](http://www.schoolreturn.ie) or from their helpline (1890 36 3666). This form should be completed and sent to School Return Section, National Educational Welfare Board, 16-22 Green St, Dublin 7.

\* Consultations arranged by the EWO.

\* Confirmation of the decision to expel.

Appeals.

\* A parent may appeal a decision to expel to the Secretary General of the Department of Education and Science ( Education Act 1998 section 29)