

Code of Behaviour for St. Paul's N.S., Ratoath

Introduction

The Code of Behaviour for St. Paul's National School has been drawn up following a process of consultation between the Board of Management, teachers and parents. The code has been ratified by the Board of Management.

Mission Statement

Within the atmosphere and ethos of a Catholic school, we in St. Paul's aim to ensure:

- That each child develops, academically, personally and socially to the best of their ability.
- That they develop an enthusiasm for life-long learning and a thirst for knowledge.
- That each child acquires an appreciation of their religion and a respect for other religions, other people and the world in which they live.

Aims of the Code of Discipline

- To allow the school to function in an orderly and harmonious way.
- To enhance the learning environment where children can make progress in all aspects of their development.
- To create an atmosphere of respect, tolerance and consideration for others.
- To promote positive behaviour and self-discipline recognising the differences between children and the need to accommodate these differences.
- To ensure the safety and well-being of all members of the school community.
- To assist parents and pupils in understanding the systems and procedures that form part of the Code of Behaviour and to seek their co-operation in the application of these procedures.
- To ensure that the system rules, rewards, and sanctions are implemented in a fair and consistent manner.

Behaviour in class

Pupils are expected to:

- Show courtesy and respect for others in order to ensure a safe, happy and secure working environment.
- Co-operate fully with instructions given by the teacher.
- Complete, to the best of their ability, oral and/or written work assigned to them in school and/or for homework.

- Leave and return to classrooms in an orderly fashion.
- Bring all required books, copies and materials to school and home each day.
- Keep their own area, and the classroom, neat and tidy at all times.
- Remain seated and quiet in the event of the teacher having to leave the classroom.
- Treat the property of the school and other pupils with respect.
- Wear the correct uniform each day. (See uniform policy)

Behaviour in Yard & School Environment

- Pupils must accept the authority of all staff members.
- For reasons of safety and to minimise accidents pupils will move about the school in an orderly fashion.
- Boisterous behaviour, rough play and dangerous games are prohibited.
- Permission must be sought to re-enter the school building, from supervising teachers.
- Drinks, games, gadgets and mobile phones are not allowed in the yard.
- Pupils must keep playgrounds litter free.
- When the bell rings at the end of breaks, children must walk in an orderly fashion to their line.
- A child with any injury must be reported to the teacher on yard supervision. This teacher must ensure that this injury has been attended to. A sticker will be given to the children informing parents that their child has had cause to visit the first aid room. The injury should also be recorded in the Injury Book. When necessary, parents may be asked to bring their child home or the child may be brought to a doctor or hospital.
- At break times on wet days, pupils must remain seated and may not leave their seats without permission.

Promoting Positive Behaviour

In St. Paul's great emphasis is placed on setting high expectations and affirming good behaviour.

- Each class has a star system in place whereby stars are awarded by staff members for a variety of reasons relating to positive behaviour and work in the school environment. Once the target is reached the class receive a reward.
- Each teacher awards a "star of the week" and a "Gaeilgeoir na Seachtaine" based on class effort. These pupils are then affirmed at school assembly every Friday. Their name / photograph are also displayed on the door of the classroom, school website and the notice board in the lobby.

Teachers may also adopt some of the strategies listed below:

- Behaviour record chart where individual or group is awarded.
- Class treat at discretion of the teacher.
- Small prizes or stars presented in class.
- A night free of homework or homework passes.
- Extra school privileges or responsibilities.
- Note of praise, sticker, comment or stamp on pupil's work.
- Pupils who have made an exceptional effort may have their work displayed and/or shown to other teachers or principal.
- End of year certificates.

Procedure to deal with misbehavior:

It is important the children know in advance what the sanctions are and that it is the behaviour, not the child that is being reprimanded. Sanctions are necessary to register disapproval of unacceptable behaviour.

The following sanctions may be used:

- Stage 1:** * Non-verbal reprimand/warning.
* Verbal reprimand including advice on how to improve
- Stage 2:** On the third reprimand the child should be separated from peers using a "time out" zone. The time period will depend on class level and the nature of the misdemeanour.

From second class on extra work may be prescribed at this stage.

**** In the case of more serious misbehaviour stages 1 & 2 may be skipped.***

- Stage 3:** Loss of privileges e.g. Golden Time, Activities, yard time, curricular areas under certain circumstances.
For a short period of time the child may be removed from their classroom and supervised by a neighbouring teacher during which time, written work may be given.
- Stage 4:** Oral or written communication with parents should be made if misbehaviour persists (see Appendix 1).
- Stage 5:** Referral to Principal.
- Stage 6:** Principal communicates with parents.

Stage 7: For gross misbehaviour or repeated instances of serious misbehaviour suspension will be seriously considered by the B.O.M.

Examples of misbehaviour

The following are examples of the types of misbehaviours which children may be reprimanded for:

- Ignoring teachers' instructions.
- Cyber-bullying.
- Inappropriate use of the internet.
- Distracting other students or constant talking.
- Not carrying out or completing assigned work in school or at home without good reason.
- Displaying a bad attitude to others in the school.
- Use of bad language.
- Being dishonest or lying.
- Unruliness on corridor.
- Vandalism or theft of other pupils' or school property.
- Use of a mobile phone.
- Consistent late arrival.
- Assault or verbal abuse of another child or member of staff.
- Bullying or intimidation.
- Engaging in dangerous games, rough play or boisterous behaviour e.g. fighting, kicking, spitting, biting etc.
- Leaving the school grounds without permission.
- Persistent infringement of any school rule.

N.B Teachers should keep a written record of all incidents.

Appendix 1

Dear Parents / Guardians,

Date: _____

Please talk to your child and remind him / her the importance of keeping the following rule / rules:

- Behaving in class.
- Behaving in yard.
- Not deliberately hurting others.
- Listening and paying attention
- Having respect for all members of the school community.
- Having respect for school property, their own belongings and others.

Teacher's comments: _____

I have talked to my child about the rules and s/he promises to try harder.

Signed: _____ (Parent / Guardian)

Dear Principal,

I wish to inform you that _____ from Room _____ has been sent a Code of Behaviour reminder letter.

Reason: _____

Signed: _____

Appendix 2

Dear Parents / Guardians,

Date: _____

It has been noted that your child is not wearing their full uniform.

Reason: _____

Please ensure that this problem is rectified as soon as possible.

Yours sincerely,

Appendix 3

Dear Parents / Guardians,

Date: _____

It has been noted that your child has been late on a number of occasions this week / month / term / year.

Not only is this causing disruption to the class, but your child is also missing out on the start of the school day.

We would ask you to please ensure your child will be on time in the future.

Yours sincerely,
