

**Code of Behaviour Policy for Light of Christ Girls School,
Dunmore East, Co. Waterford .**

Introductory Statement

This Code of behaviour policy was drafted by the Principal and Staff together with members of the Board of Management and representatives of Parent Bodies. This Code of Behaviour policy should be read in conjunction with the National Education Welfare Board's (NEWB) book:-Developing a Code of Behaviour: Guidelines for schools and the various Light of Christ School Policy documents that go to make up our Code of Behaviour.

Reason for the Code of Behaviour

We have drawn up this Code of Behaviour Policy in order to comply with our Legal responsibilities set out under the Education (Welfare) Act of 2000. The Code of Behaviour provides written Guidelines to facilitate the unique characteristics of our school and to facilitate a safe, happy, educational environment for teachers, pupils, staff and parents so as to encourage good behaviour and prevent unacceptable behaviour in order that the pupils can behave well and learn well.

Ethos of our School

Our school is committed to holistic development and to the achievement of the full potential of each child in the local community.

Our school is committed to ongoing whole school development collaboration and partnership with the Board of Management, Staff, Parents and the wider Community.

This is reflected in our Code of Behaviour policy.

The promoting of discussion among teachers, pupils, staff and parents with a view to the inclusion of all stakeholders in the formulation of a suitable working Code of behaviour is among the main aims of this document.

Whole School Approach to the Code of Behaviour

- a. The school recognises the variety of differences that exist between pupils and the need to cherish these differences.
- b. 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 between staff, parents, pupils and the wider community.
- c. Systematic planning is employed to promote positive learning behaviour. The various policies that exist and are revised periodically feed into forming the Code of Behaviour. Copies of these policies are available on the School Website. (www.lightofchrist.ie)
- d. School and classroom Rules are made clear to pupils and a consistent approach is taken to enforcing these Rules.
- e. Every effort will be made to ensure that the Code of Behaviour is implemented in a reasonable and fair manner.
- f. The consistent enactment of the Code of Behaviour helps to promote a positive and safe working environment for all the staff, pupils and teachers.
- g. The School acknowledges that understanding the factors that influence behaviour is

fundamental to developing and implementing the Code of Behaviour.

- h. The Code of Behaviour ensures that teachers are equipped as best as possible to deal with pupils with Special Educational Needs. These pupils have individual Educational Profiles which set out a programme of work suitable to the ability of each pupil to follow the Code of Behaviour.
- i. These are the Principles that the school recognises as the main factors underpinning an effective Code of Behaviour.

Recognising educational vulnerability

The code of behaviour reflects the school's commitment to provide positive support, including active teaching of relevant skills, for those pupils who are more vulnerable to behaviour problems.

Standards of Behaviour Expected in School

The standards of behavior expected should be set at a very high level and best practice should be sought in the formulation of these standards.

Pupils should be encouraged to take responsibility for their own learning and behaviour. Mutual respect for their fellow school participants is paramount to positive behaviour. An environment where kindness to others, courtesy and good manners are recognized and rewarded is encouraged.

A clear knowledge of the Rules that govern the day to day activities, the fair way they are implemented promotes positive behaviour.

Attainable goals are set to help in the development of positive behaviour.

Guidelines for good behaviour in school

Examples of good behaviour in the school are:

- I should remain seated in class unless otherwise directed by teacher.
- I should be careful to respect the space and needs of my fellow pupils at all times and particularly while playing in school yard etc.

Positive Strategies for managing good behaviour

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.
- Delegating some special responsibility or privilege.
- A mention to parent, (written or verbal communication.)

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. (See Homework Policy)

The Schools Expectations for Students

Safety: For my own safety and that of others.

- a. I should be careful coming to and going from school.
- b. I should walk while in the school building.
- c. I should remain seated in class and while eating lunch.
- d. I should bring a note of explanation following absences.
- e. I should never leave the school grounds without the permission of the Principal or teacher in charge.

Caring for myself:

- a. I should respect myself and my property, always keeping my school bag, books and copies in good order.
- b. I should show respect for my school and be proud to wear the complete school uniform every day and wear my tracksuit on days with physical education activities only.
- c. I should always be aware of my personal cleanliness.
- d. I should always bring a sensible nutritional lunch to school, with the exception of Friday when a small treat is allowed.
- e. I should always do my best in school by working as hard as I can and by completing my homework.

Caring for others:

- a. I should be kind and respectful to adults and fellow pupils by being mannerly and polite, by taking turns and by remaining orderly in my class line.
- b. I should behave well in class so that my fellow pupils and I can learn.
- c. 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.
- d. Be truthful and honest at all times.

If the school needs to implement a 'reduced day' programme in the interest of a child's education or for health and safety reasons the Board of Management will approve. In the case of a child with educational difficulties the full day may have to be modified.

Responding to breaches of The Code of Behaviour

No matter how good or comprehensive The Code of Behaviour is there will inevitably be breaches to the Code.

The aim is to include such breaches as part of the overall educating of the students and as such deal with breaches in a fair and caring manner.

Anti Bullying:

Bullying is repeated aggression, be it verbal, psychological or physical conducted by an individual or group against others.

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.

A full comprehensive policy on bullying together with Enrolment, Health and Safety Policy is on file in school and is available on the website. Light of Christ School is committed to dealing with bullying and the Stay Safe Programme is part of the school

curriculum from Junior Infants to 6th class.

Procedures for managing unacceptable behaviour

The degree of unacceptable behaviour 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 unacceptable behaviour, as follows:

Positive Strategies for managing unacceptable behaviour

(the nature of the behaviour will determine the strategy)

- Reasoning with pupils.
- Reprimand (including advice on how to improve).
- Communication with Parents.
- Temporary separation from peers and/or loss of privileges.
- Referral to Principal/Deputy Principal.
- Note to Parent.
- Suspension/expulsion (in accordance with Rule 130 of the Rules for National Schools as amended by circular 7/88)

Examples of minor misdemeanors:

Interrupting the class work / arriving late for school /running in school building / leaving classroom without permission at lunch time / leaving litter around school / not wearing correct uniform (see Policy on School Uniforms)/ being discourteous unmannerly / not completing homework without good reason (see Homework Policy)/endangering self/fellow pupils in the school yard at break time.

Examples of steps to be taken when dealing with regular occurrences of minor misdemeanors.

Phase 1 (within the classroom):

Write a story of what happened - to be signed by parent.

Note in homework journal to be signed by parent/Temporary separation from peers.

Sending to another teacher.

Note to parents concerning misbehaviour in yard.

(Misbehaviour in yard consists of any action that puts the safety of self/other pupil or staff at risk, or infringes the school regulations).

Phase 2:

1. Send to Principal.
2. Class teacher meets one/both parents.
3. Principal/Deputy Principal meets one/both parents concerning yard behaviour.

Examples of serious misdemeanors:

Constantly disruptive in class / Telling lies/ Stealing / Damaging other pupil's property / Bullying / Back answering a teacher / Leaving school premises during school day without appropriate permission / Using unacceptable language / Bringing weapons to school / Deliberately injuring a fellow pupil/ Damaging school property-graffiti etc/ Bringing mobile phones and other electronic devices to school (see Mobile Phone Policy)

Examples of steps to be taken when dealing with serious misdemeanors:

1. Sent to Principal
2. Principal sends note in journal to be signed by Parent.
3. Principal or teacher meets with one or both Parents.
4. Chairperson of Board of Management informed and Parents requested to meet with Chairperson and Principal or class teacher.

Examples of Gross Misdemeanors:

Setting fire to school property / deliberately leaving taps on/ fire hose turned on.
Aggressive, threatening or violent behaviour towards staff or others.

Examples of steps to be taken when dealing with gross misdemeanors:

1. Chairperson / Principal to sanction immediate suspension pending discussion with parents.
2. Expulsion will be considered in an extreme case in accordance with guidelines.
“No pupil can be struck off the rolls for breaches of discipline without prior permission of patron and until alternative arrangements are made for enrolment of pupil at another suitable school in the locality”.

It should be noted that these lists consist of examples only: It is not meant to be a totally comprehensive list of misdemeanors and procedural steps.

Level of Success

- Positive and effective interaction between all parties involved in education i.e. parents, teachers, pupils, Board of Management.
- School becomes a safer and happier place for all.
- Children have an opportunity to develop socially, physically, intellectually and spiritually in an environment that is safe and supportive.
- Children will grow in an atmosphere where courtesy, graciousness and consideration for others prevail.

Supporting, Developing and Implementing the school policy.

A) Roles and Responsibility

The Principal of the school with the support and assistance of the Board of Management, Parents and Staff will monitor the policy on an ongoing basis, and in the event of any new emerging needs, feed back from relevant bodies etc., they will re-evaluate and recommend changes to meet the new requirements.

B) Time frame for Implementation

This policy is up and running.

C) Time frame for review

This policy will be reviewed every two years.

D) Responsibility for Review

The Principal will take responsibility for initiating the policy, which process will involve the Board of Management, Staff and Parents.

Code of Behaviour Policy for Light of Christ National school

Clar ama na Scoile.

School begins: 9.20 am

School closes: Junior Infants 2.00 pm

Senior Infants 2.00 pm

Other classes 3.00 pm

Ratified at a Board of Management meeting on _____

Signed _____

Chairperson B.O.M