

Code of Behaviour

Introductory Statement

This policy was formulated by the staff of Sandford Parish National School and presented to and ratified by the Board of Management.

The maintenance of discipline within the school is based primarily on a concern for the well-being and safety of children both individually and collectively.

Aims

- To ensure that the work of the school is conducted in accordance with the ethos of the Church of Ireland. Sandford Parish National School is a co-educational Church of Ireland School under the patronage of the Church of Ireland Archbishop of Dublin. This means that the school reflects the ethos of the Church of Ireland, “ethos” being the doctrines, moral teachings, traditions, practices and customs of the Church of Ireland as defined by the General Synod. The work of the school is conducted in an atmosphere of respect and tolerance. The Board of Management is responsible for upholding the ethos of the school and is accountable to the Patron.
- To ensure that the children’s behaviour is such as to allow the learning process to operate smoothly without disproportionate disruption from a particular child or group of children.
- To ensure the smooth and efficient running of the school.
- To comply with Department circulars and rules for National schools and all current legislation.

Contents of the Policy

1. In devising the code, consideration has been given to the needs and circumstances of this school. The aim is to ensure that the individuality of each child is accommodated while acknowledging the right of each child to education in a relatively disruption-free environment.
2. Every effort will be made by all members of staff to adopt a positive approach to the question of behaviour in the school. The code offers a framework within which positive techniques of motivation and encouragement are utilised by teachers.
3. The school places greater emphasis on rewards than on sanctions in the belief that this will, in the long run, give the best results.
4. The school recognises the variety of differences that exist between children and the need to accommodate these differences.
5. 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, pupils and parents/guardians.

6. The rules are being kept to a minimum and are positively stated in terms of what pupils should do. There is an expectation that all children attending Sandford Parish National School will:
 - Respect themselves and others
 - Show kindness and a willingness to help others
 - Demonstrate courtesy and good manners
 - Play fairly
 - Show a readiness to use respectful ways of resolving difficulties and conflict
 - Attend school regularly and punctually
 - Try their best
 - Accept responsibility for their actions
 - Follow school rules
 - Respect staff and fellow pupils

All rules will reflect the above expectations. These will be kept to a minimum, be clear and unambiguous, communicated and referred to regularly.

Classroom rules might include the following:

- Work quietly and listen when others are speaking
 - Respect everyone
 - Be fair, be kind and involve everyone
 - Work together
 - Compromise
 - Be on time
 - Treat others as you would like to be treated
 - Be prepared and organised (Homework in/have pencil case/delivering notes home etc.)
 - Only raise our voices when necessary
 - Sit safely and walk carefully in the line
 - Follow instructions from all teachers
 - Help to keep your classroom clean and tidy
 - Work hard and try your best
 - Respect other pupils and their property
 - Listen to others
 - Put up your hand before speaking
 - Line up before leaving classroom for breaks/PE
 - Respect visitors, staff and other children who are in or enter the classroom
7. All efforts will be made to match the curriculum to the abilities, aptitudes and interests of each pupil. This should help to reduce boredom, lack of interest or lack of progress.
 8. The overall responsibility for discipline within the school rests with the principal. Each teacher has responsibility for the maintenance of discipline within their classroom while sharing a common responsibility for good order within the school premises. A pupil will be referred to the principal for serious breaches of discipline and for repeated incidents of minor misbehaviour.

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

- Reasoning with pupil
- Advising and alerting pupils to the consequences of inappropriate behaviour
- Verbal reprimand
- Removal from the group (in class)
- Withdrawal from the lesson or peer group
- Carrying out a useful task in the school
- Withdrawal of privileges
- Detention
- Formal report to the BOM

Teachers shall keep a written record of all instances of serious misbehaviour as well as a record of improvements in the behaviour of disruptive pupils. Before resorting to serious sanctions e.g. suspension, the normal channels of communication between school and parents/guardians will be utilised. Parents/guardians will be involved at an early stage, rather than as a last resort.

10. Every effort will be made to have children with additional needs referred for psychological assessment without delay. Support will also be sought from relevant services within the wider community, such as Department of Education, NEPS, NCSE, TUSLA and Community Care Services. The Board recognises that the earliest possible involvement of these agencies is in the best interests of the child.
11. In formulating this code, the Board of Management considered a submission relating to the possible content of a code received from, and discussed with, the body representing the parents/guardians of the pupils attending the school. All members of the teaching staff have been involved in planning the code. A copy of this code has been made available to all parents/guardians.
12. In the belief that the most effective schools tend to be those with the best relationships with parents/guardians, every effort will be made by the principal and staff to ensure that parents/guardians are kept well informed, that the school provides a welcoming atmosphere towards parents/guardians and that parents/guardians are not only told when their children are in trouble but when they have behaved particularly well.
13. In accordance with the terms of the Education Welfare Act 2000, parents/guardians shall furnish the principal/class teacher with written notification of the reasons for the child's absence. The parent/guardian shall notify the school by phone or by email on the morning of the first day of the child's absence. The school shall notify the National Education Welfare Board when absences total 20 days overall. The principal may notify the National Education Welfare Board where a child is not attending regularly.
14. The code will be reviewed at agreed intervals.

Methodology

The school rules are taught to the children each September and it is expected that they are followed.

To reward children who follow the rules, stamps, certificates and homework passes are awarded.

Rewards which may be given include:

- Verbal praise
- Homework passes
- Send to Principal's office for appreciation
- Notify parents/guardians about good behaviour (through homework journal)
- A night off homework for continued good behaviour
- Prizes/preferred task choice for particularly good behaviour

For gross misbehaviour or repeated instances of serious misbehaviour suspension will be considered. Aggressive, threatening or violent behaviour towards a teacher will be regarded as serious or gross misbehaviour, depending on circumstances. Bullying (as defined in Department of Education guidelines) may also be regarded as serious or gross misbehaviour (see Sandford Parish National School Anti-Bullying Policy).

Where there are repeated instances of serious misbehaviour, the Chairperson of the Board of Management will be informed, and the parents/guardians will be requested in writing to attend at the school to meet the Chairperson and the principal. If the parents/guardians 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. Suspension will be in accordance with the terms of Rule 130(5) of the Rules for National Schools.

In the case of gross misbehaviour, the Board shall authorise the Chairperson or Principal to sanction an immediate suspension pending a discussion of the matter with the parents/guardians. Notice of suspension is communicated by a letter from the Board of Management to the parents/guardians. No suspension shall be for a period of more than three days.

Expulsion may be considered in an extreme case, in accordance with Rule 130(6).

Roles and Responsibility for development, implementation and reporting.

The Board of Management, through the principal and teaching staff, has overall responsibility for the implementation and development of this policy.

Success criteria (by which the policy will be judged)

The success of this policy will be judged by the successful implementation of its stated aims.

Review

The policy to be reviewed bi-annually or as the Board of Management deems necessary.

Ratification and Communication

Presented to the Board of Management school year 2021/22