

Ballinlough National School,
Ballinlough, Kells, County
Meath.



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CODE OF CONDUCT

In devising the code, consideration has been given to the particular 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 disruptive free environment. Every effort will be made by 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.

Aims of Primary Education

The aims of Primary Education may be stated briefly as follows.

To enable children to live full lives as children.

To equip them to avail of further education.

To prepare them to live full and useful lives as adults in Society.

As a staff committed to the realisation of these goals, our aim is to create a happy, secure working environment for our pupils, in which there is a sense of good order and a reasonable approach to discipline. The Board of Management, teachers and parents of **BALLINLOUGH N.S.** aim is to create a safe, secure and attractive learning environment for the children in our care in which there is a good sense of order. This is done by having guidelines to direct behaviour for the good of all.

These guidelines constitute the schools Code of Conduct.

Aims of a Code of Conduct

To help create a positive learning environment in which every child can benefit from school in an environment as free from disruption as possible.

To help the children become more self-disciplined and encourage good standards of behaviour at all times.

To help organise a large group so that school can operate smoothly for the benefit of all.

To care in a practical way for children, parents, staff, the school and its environment.

Role of the Board of Management

The Board of Management has a role to play in the maintenance of desirable standards of behaviour in our school, supporting the Principal in the application of a fair code of discipline within the school.

Role of the Principal

The Principal's responsibility is to ensure that the school's code of behaviour is administered in a consistent fair, manner and encouraging a sense of collective responsibility among staff.

Role of Staff

Staff are responsible at all times for the behaviour of children within sight and sound of them and should respond promptly and firmly to any instances of unacceptable behaviour.

Role of Children

All children are expected to behave in a responsible manner both to themselves and to others, showing consideration, courtesy and respect for other children, staff and visitors at all times.

General Guidelines for Behaviour

- A)Behaviour in class
- B)Playground
- C)School Environment
- D)Behaviour on school trips/outings
- E)Attendance at school
- F)Homework

A)Behaviour in Class

Children must respect the right of other children to learn. Any behaviour that interferes with this right e.g. constant disruption of the class or persistent distraction of others is considered unacceptable behaviour. Courtesy and respect are basic to classroom behaviour. Disrespectful behaviour towards other children or towards a teacher e.g. defiance, cheek, bullying, insolence, will not be tolerated. Pupils are expected to go and from their classrooms in an orderly manner. Children should be encouraged to help one another to learn. In order that children should benefit from the working classroom, full co-operation is required from children at all times. Children should co-operate with any reasonable instructions given by the teacher.

B)Behaviour in the Playground

Children should treat others as they would like to be treated themselves. Any behaviour which interferes with others at play is not permitted. Games or activities considered to be dangerous are prohibited. Rough behaviour e.g. fighting, spitting, pushing, shoving etc., is forbidden. Children may not leave the playground to re-enter the school building without the permission of the supervising teacher. Children are forbidden to swing/climb trees. Bad language will not be tolerated in the playground.

C)Behaviour in the School Environment

Respect and sensitivity to others are basic rules. Any kind of verbal or physical abuse is strictly forbidden. Bullying or intimidation of others will not be tolerated and is always regarded as a serious offence. Children must show respect for school property and the property of others at all times. For reasons of safety and to minimise accidents, children should move about the school in an orderly manner. Pupils shall not remain on the school premises after school activities are finished.

D)Behaviour on School Tours and Outings

School tours and outings present particular challenges for the school. As well as the normal standard of behaviour expected from all our pupils, the following should be noted:

Pupils must wear their uniform on all school tours and outings.

Pupils must obey the instructions of teachers, drivers, tour guides, or any person designated to be in charge during the course of the outing.

E)Attendance at School

Children are expected to be regular in their attendance at school. After a child has been absent, a note from the parents must always be brought to the class teacher upon the child's return to school. When a child has to leave school early, a note from the parents/guardians must be brought to the class teacher. All children must be collected by a parent/guardian or authorised person. Children should be on time for school each day. School opens to receive children at 8.55a.m.

F)Homework

Homework consolidates work already done in school. It is given on a regular basis and pupils are expected to complete it neatly. Parents/guardians are requested to ensure that homework, written and oral is completed. It will be necessary therefore for parents to spot check as often as possible. Parents should sign the homework diary and the reading record sheet to confirm that all homework has been completed. If, for some reason homework cannot be completed then a signed note stating this should be sent to the class teacher. School books, copies, schoolbags should be kept in good condition.

Strategies/Steps

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

- a) Reasoning with pupil.
- b) A Sanction is imposed by the class teacher or teacher on duty.(see Sanctions)
- c) Referral to Principal.
- d) Letter to Parents informing them of child's behaviour.
- e) Parents requested to meet with Principal and class teacher.
- f) Suspension

Sanctions

Encouraging high standards of behaviour among children and creating and maintaining an orderly atmosphere for learning in the school will involve the use of praise and rewards for good behaviour, sound relationships between teachers and children and effective teaching learning. It will also involve in some instances the application of sanctions to register disapproval of unacceptable behaviour. When Sanctions are invoked, children should understand that what they have done is not acceptable and that it is the misbehaviour that is rejected and not the child. Teachers will keep a record of all instances of misbehaviour. To discourage unacceptable behaviour, sanctions will be imposed. These are the sanctions which may be imposed:

In Class,

- A verbal reprimand from the teacher
- Isolation within class
- Removal to another class to complete their work
- Principal reprimands child
- Note to Parents
- Meeting with parents
- Suspension

In the Yard,

- A verbal reprimand from the teacher
- Isolation within yard (removal from pitch/astro turf etc.
- Removal from yard to sit outside staff room
- Reprimand by Principal
- Note to parents
- Meeting with Parents
- Suspension

Suspension

This will be, in accordance with the Rules of the Department of Education and Science in operation at the time. The Current ruling under the terms of Circular 7/88 is as follows:

“Where the Board of Management deems it necessary to make provision in the Code of Discipline to deal with continuously disruptive children or with a serious breach of discipline, authorising the Chairperson or Principal to exclude a child or children from school, the maximum initial period of exclusion shall be 3 school days. A special decision of the Board of Management is necessary to authorise a further period of exclusion up to a maximum of 10 school days to allow for consultation with the child's parents/guardians. In exceptional circumstances the Board may authorise a further period of exclusion in order to enable the matter to be reviewed.

Parental Co-Operation

To maintain good standards of behaviour, the school must rely on the support of the parents. The primary responsibility for the behaviour of children when they come to school, lies with their parents. We would therefore earnestly ask parents to:

1. Familiarise themselves with the school's policy document in relation to behaviour.
2. Co-operate with the school with regard to the implementation of its policy on behaviour by signing the slip below and returning it to the school.
3. Communicate regularly with the school about factors likely to affect the behaviour of their children in school.
4. Keep a copy of this copy.

Ratified by the B.O.M _____

Signed: _____

Chairperson