



## Code of Discipline Standards

**Good behaviour can be learned.**

**The aim of this code of behaviour is to enable children to be responsible for their own behaviour.**

In Scoil Chualann, the self-respect and self-confidence of the child are developed and strengthened.

When our children are in a happy structured environment and understand the standards of behaviour expected from them they will flourish. It is imperative therefore that they

- respect themselves, respect others and their property.
- cooperate with and look after one another.
- forgive when a conflict or disagreement is resolved.

This ensures that the children learn to be responsible for their behaviour and understand that good behaviour can be learned.

Children must take care of items such as school furniture, books and school equipment as long as they are in their possession.

**It is not acceptable for any child to interfere with school property, with staff property, or with the property of any other child.**

- If such interference occurs, the parents will be contacted immediately

The teachers are "in loco parentis" during school hours and the correction of children should be left to them.

**The refusal of any child to acknowledge the authority of a teacher will not be tolerated.**

- Parents will be contacted immediately in the event of a serious incident happening.

**If a child is found to have inappropriate materials in his/her possession parents will be contacted immediately by the Board of Management.**

This code is explained to the children under the following headings and they are reminded of it on a regular basis.

**I am a responsible child:**

- I speak Irish.
- I come to school on time.
- I come suitably dressed.
- I come prepared for school.

**I am a mannerly child:**

- I listen and pay attention.
- I look after my own and school property.
- I say "thank you" or "excuse me" when it is required.

### **I am a kind child:**

- I am friendly and understanding with other people
- I understand that everybody has the right to feel safe in school.
- I don't bully others.
- I don't support bullying behaviour.

### **Strategies to encourage good behaviour**

Children will be taught that good behaviour can be learnt and bad behaviour avoided.

Due recognition will be given in the classroom to children who do their best.

A reward system is in place in all classes to encourage good behaviour.

Children are rewarded individually, as part of a group and as a class.

### **Class Rules**

At the beginning of the school year the teacher will arrange a list of Class rules based on the above as appropriate for the age of the class and explain them to the children.

Children in Ranganna 3-6 will be involved in drafting their rules as part of the SPHE programme.

All rules will be based on the school discipline policy.

All class rules will include the rule: "I will eat my lunch in the classroom and will not share or exchange with other children".

### **Playground rules:**

Playground rules will be taught in class and at assembly

- I will speak Irish
- I will ask permission to go to the toilet.
- I will not leave the playground without permission.
- I will not climb the gates or railings.

### **Sanctions**

In the event of disobedience the following sanctions will be imposed.

The child may be

- warned verbally and a sanction will be imposed if necessary.
- placed in another group within the class
- Removed from the class
- Sent to the principal
- Kept indoors at lunchtime and asked to complete a worthwhile task.
- Loss of privilege(s).

(In the event that the episode happens outside the classroom, the class teacher will be informed.)

1. If a child is found to be continually:  
...speaking English on purpose  
...engaging in bad behaviour in school  
...engaging in bullying behaviour in school  
The problem will be brought to the attention of the Principal.
2. If 1. above fails to rectify the situation, the parents will be called in to discuss the problem.

- 3 If this unacceptable behaviour continues, the Principal will come to an arrangement with the class teacher to remove the child from the class for a certain period of "time out" during the school day/week.
- 4 If the problem is ongoing, the Principal will consult with the Board of Management.

### **Suspension and Expulsion procedures**

The following procedures derive from "Developing a code of Behaviour: Guidelines for schools" published by the National Educational Welfare Board.

Schools are required by law to follow fair procedures when proposing to suspend or expel a student.

Fair procedures have two essential parts: the right to be heard and the right to impartiality.

The decision to suspend a student requires serious grounds such as that.

- The student's behaviour has had a seriously detrimental effect on the education of other students
- The student's continued presence in the school at this time constitutes a threat to safety
- The student is responsible for serious damage to property

### **A single incident of serious misconduct may be grounds for suspension.**

Due regard will be given to the following before imposing suspension

1. The nature and seriousness of the behaviour
2. The context of the behaviour
3. The impact of the behaviour
4. The interventions already implemented
5. Whether suspension is an appropriate response
6. The possible impact of suspension

The suspension will be removed if the Board of Management decides to remove it for any reason or if the Secretary General of the Department of Education and Science directs the school that it be removed following an appeal under section 29 of the Education Act 1998.

The Board of Management of Scoil Chualann has the authority to expel a student. Expulsion will be a proportionate response to a student's behaviour. The school will have taken significant steps to address misbehaviour before expelling a student. These include as appropriate: meeting with parents and the student to try to find ways of:

making sure that the student understands the possible consequences of their behaviour if it should persist ensuring that all other options have been tried seeking the assistance of support agencies (National Educational Psychological Service, Health Service Executive National Council for Special Education).

A proposal to expel a student requires serious grounds such as that:

- the student's behaviour is a persistent cause of significant disruption to the learning of others or to the teaching process
- the student's continued presence in the school constitutes a real and significant threat to safety
- the student is responsible for serious damage to property

The Board of Management will undertake a very detailed review of a range of factors in deciding whether to expel a student:

- The nature and seriousness of the behaviour
- The context of the behaviour
- The impact of the behaviour
- The intervention tried to date

- Whether expulsion is a proportionate response
- The possible impact of expulsion

### **Procedures in respect of suspension**

Initial consultation will be made by the Principal with the Chairperson of the Board of Management where a preliminary assessment of the facts confirms serious misbehaviour that could warrant suspension. In the event that the Chairperson is not available another member of the Board of Management will be consulted. The student and their parents/guardians will be informed by phone or in writing, depending on the seriousness of the behaviour, about the complaint. They will be informed as to how the complaint will be investigated and it will be explained to them that the investigation might lead to a suspension.

Parents/Guardians and the student will be given an opportunity to respond before a decision is made and before any sanction is imposed. In the event of an immediate suspension where the safety of the student, other students, staff or others is compromised parents/guardians will be contacted and asked to collect the child. A student will not be suspended for more than three days except in exceptional circumstances where the Principal considers that a period of suspension longer than three days is needed to achieve a particular objective. If a suspension longer than three days is being proposed the matter will be referred to the Board of Management. There will be a ceiling of ten days on any one period of suspension

### **Appeals**

Parents/Guardians may appeal a suspension under section 29 of the Education Act 1998. The school will provide information as to how to make an appeal to the Secretary General of the Department of Education and Science.

### **Implementing the suspension**

The principal will give notify the parents/guardians and the student in writing of the decision to suspend.

The letter will confirm:

1. The period of the suspension and the dates on which the suspension will begin and end
2. The reasons for the suspension
3. A programme of work to be followed
4. The arrangements for returning to school and any commitments to be entered into by the student and the parents
5. The provision for an appeal to the Board of Management
6. The right to appeal to the Secretary General of the Department of Education and Science (Education Act 1998, section 29)

### **Procedures in respect of expulsion**

Step 1: Detailed investigation, following fair procedures, carried out under the direction of the principal.

The parents/guardians will be informed in writing about the details of the alleged misbehaviour, how it will be investigated and how it could result in expulsion. Parents/guardians will be given every opportunity to respond to the complaint of serious misbehaviour before a decision is made and before a sanction is imposed.

Step 2: A recommendation to the Board of Management by the Principal

Step 3: Consideration by the Board of Management of the Principal's recommendations; and the holding of a hearing.

Step 4: Board of Management deliberations and actions following the hearing.

Step 5: Consultations arranged by the Educational Welfare Officer.

Step 6: Confirmation of the decision to expel.

Should the Board of Management decide to expel a pupil the above steps will be followed as detailed in the National Welfare Board publication "Developing a Code of Behaviour: Guidelines for schools".

### Appeals

Parents may appeal a decision to expel under section 29 of the Education Act 1998 and they will be given information about how to appeal to the Secretary General of the Department of Education and Science.

### Review of the use of expulsion

The Board of Management will review the use of expulsion in the school at regular intervals to ensure that its use is consistent with school policies and to ensure that expulsion is used appropriately.

### Addendum to Safety Policy and Code of Discipline:

During the current crisis, we all have a responsibility to keep each other safe and well. In order to do so, we have high expectations of our students to follow the rules and guidelines of the school related to:

- Following any altered routines for arrival or departure
- Following school instructions on hygiene, such as handwashing and sanitising
- Following instructions on who pupils can socialise with at school
- Moving around the school following specific instructions (for example, one-way systems, out of bounds areas, queuing, lunch routines)
- Expectations about sneezing, coughing, tissues and disposal
- Telling an adult if they are experiencing symptoms of Coronavirus
- Rules about sharing any equipment or other items including drinking bottles
- Amended expectations about break and play times, including where children may or may not play
- Use of toilet facilities

**Students must not spit at or deliberately cough on another student or staff member. This will be considered a serious misbehaviour and will be dealt with in accordance with our Code of Discipline.**

Name of the Child: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_

Date: \_\_\_\_\_

Office: \_\_\_\_\_