

**ST. SENAN’S N.S. CODE OF DISCIPLINE 2014**

**School Ethos and Aims of Code of Discipline**

The ethos of the school is a major factor in establishing and maintaining high standards of behaviour. This points to the importance of a strong sense of community within the school and the existence of a high level of cooperation among teachers, ancillary staff, pupils, parents, parents' Committee and the Board of Management. This school places a great emphasis on the need to give the children every possible opportunity to develop patterns of good behaviour. The aim is to ensure that the individuality of each child is accommodated while at the same time acknowledging the right of each child to education in a relatively disruption free environment.

**Aims of Code of Discipline**

The code of discipline aims to achieve three things:

1. The efficient operation of the school and structuring of in-class discipline so that there exists an efficient and stimulating learning environment.
2. The maintenance of good order throughout the school and respect for school environment.
3. The development of self-discipline in pupils based on consideration, respect and tolerance for others.

**Principles of Discipline Policy**

If the school is to achieve a happy, secure environment in which children can develop to their full potential, it is necessary to provide a framework that promotes constructive behaviour and discourages unacceptable behaviour. The school code places a greater emphasis on rewards than on sanctions, and the ideal is that pupils will acquire the skills of self-discipline. There are times however when it may be necessary to impose sanctions in order to maintain good order, and to discourage unacceptable and/or unsociable behaviour. The school recognises the variety of differences that exist between children, and the need to accommodate these differences. School rules are kept to a minimum, and are devised with regard for the health, safety and welfare of all members of the school community.

**School Rules**

If a school is to function efficiently, it is necessary that rules and regulations are clearly stated and enforced consistently and wisely.

1. Respect and Courtesy: All pupils are expected to treat staff, their fellow pupils and visitors with respect and courtesy at all time. The use of foul language and any form of bullying are unacceptable.
2. Punctuality: The official opening time is 9.20am. Classes for infants end at 2pm. Classes for other pupils end at 3pm. No responsibility is accepted for the pupils outside of these times.
3. Absences: Parents/Guardians will notify the school, in writing, the reason for the non-attendance of their son/daughter on the day he/she returns after that absence. If a child wishes to leave school early he/she must be collected from the school building.
4. Illness: Any infectious illness, including head lice, should be notified to the school immediately.
5. Personal Property: Children should have their names on their coats, all items of uniform and other personal property such as school books, copies, etc.
6. School Uniform: The school uniform is as follows- Bottle Green Jumper, White Shirt, School Tie, and Grey Trousers/Pinafore/Skirt. School Tracksuit is to be worn on PE days only unless other events require same.
7. School Property and the School Environment: Pupils must respect all school property, and keep the school environment clean and litter free. All wrappers etc. from children’s lunch is to be brought home by the pupils. Any uneaten lunch is also brought home.
8. Healthy Lunches: Healthy lunches are encouraged within the school. The following items are prohibited - Fizzy drinks, energy drinks, chewing gum, crisps, peanuts, popcorn, lollipops, sweets and glass bottles or containers.
9. Mobile Phones: Pupils are not permitted to bring mobile phones to school.
10. Haircuts: Hair should be kept neat and tidy. Extreme hairstyles are not permitted.
11. Piercings: Piercings are limited to one per ear. For safety reasons only stud earrings are permitted.

**Behaviour in Class.**

1. Pupils must have all books and required materials.
2. Pupils are expected to work to the best of their ability, and to present written exercises neatly.
3. Pupils are expected to show respect for their classmates and to follow their teacher's instructions.
4. Any behaviour that interferes with the rights of others is unacceptable.

**Behaviour Out of Class.**

1. Pupils must not behave in any way which endangers themselves or others.
2. Any instructions or directions given by the supervising teacher are to be complied with.
3. Any form of threatening behaviour is inacceptable. The following on-going behaviours are regarded as bullying; physical or verbal aggression, damage to property, extortion, intimidation, isolation and name-calling. Pupils are encouraged to report serious and/or on-going bullying incidents. The school’s Anti-Bullying policy will deal with any bullying related matters.

**Homework**

1. It is the policy of the school to assign homework on a regular basis. Teachers shall make every effort to match the curriculum with the aptitude of the pupils. It follows, therefore, that homework assignments may vary from pupil to pupil.
2. Parents are strongly encouraged to take an active interest in their child's homework. If homework causes worry for the pupil, parents are asked to contact the teacher.

**Rewards for Good Behaviour**

Oral and written praise shall be given. Pupil's copies are used to convey messages of approval from teachers. Yearly reports are issued to each student.

1. Small prizes, merit lists, merit stars etc.
2. Extra privileges such as jobs, video at Christmas etc.
3. Good behaviour must be seen to be rewarded.

**Strategies and Sanctions.**

May include some or all of the following:

* Encouragement/Rewards for good Behaviour.
* Reasoning with pupil.
* Reprimand (including advice on how to improve)
* Rearrangement of class seating.
* Temporary separation from peers, friends and others.
* Loss of extra privileges.
* Prescribing extra work.
* Detention during breaks.
* Referral to Principal.
* Communication with parents.
* Persistent instances of serious misbehavior or gross misbehavior will lead to the Board of Management being notified and suspension will be considered

**Role of Parents.**

The support and cooperation of parents are essential to the effective operation of the Code of Discipline. If teachers and parents are not working in harmony, inevitably, the pupils will suffer. Parents will be informed at an early stage if problems occur and not simply at the point where possible suspensions are involved. Parents are invited to keep in close contact with the school with regard to all aspects of the child's progress. Formal Parent/Teacher meeting will be arranged toward the end of the first term.

All parents are requested to sign and return the attached form indicating their agreement with its terms. In Third Class pupils will also sign a consent form stating that they are in agreement with the terms of the Code of Discipline. It is a condition of attendance at this school that pupils abide by the rules and regulation in this code of discipline.

The code will be review at regular intervals and submissions from parents, pupils or teachers would be welcome and can be submitted to any member of the Board of Management.

**Ratification and Communication**

This policy document was ratified at a meeting of the Board of Management of Kilmacow National School, which was held on 12th September.

Signed........................................................ Date..............

Chairperson

In September of each year a copy of this policy is given to the parents/guardians and the attached consent form is signed by them. The pupils from Third to Sixth classes will also sign the consent form. These are then returned to the school and are kept on file for the year.

This policy may be viewed at the school.

**Please complete this section and return it to the school Immediately.**

I have read and understand the rules of Kilmacow N.S. as presented to me in the Discipline Code. I am willing to abide by all the regulations regarding uniform and behaviour.

Signed......................................................................Date...................................

Parent/Guardian.

Additional suggestions for the Code of Discipline.

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**Pupil’s Consent**

(to be signed by pupils from Third to Sixth Classes only)

I have read and understand the rules of Kilmacow N.S. as presented to me in the Discipline Code. I am willing to abide by all the regulations regarding uniform and behavior.

Signed......................................................................Date...................................

Additional suggestions for the Code of Discipline.

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