

St Louis Infant School - Code of Behaviour



Kind hands, kind feet, kind words

Introduction

Our School aims to provide a happy, secure, friendly, learning environment, where children, parents, teachers, special needs assistants, ancillary staff and Board of Management work in partnership. Each individual is valued, encouraged and respected for their uniqueness and facilitated to reach their full potential in a positive atmosphere.

This will enable the child to live a full life and will equip them to avail of further education so that they may go on to live a full and useful life as an adult in society. The staff is committed to the realisation of these objectives

The school rules of 'Kind Hands, Kind feet, Kind words' are put in place to create an atmosphere of harmony and security for the pupils and is displayed in permanent format in the front hall. All partners in the school are required to subscribe to this code.

This revised Code of Behaviour came into effect on October 2nd 2018. The code has been considered by the Parents Association, Staff, Education Welfare Officer and approved by the Board of Management. The code is mindful of the Curriculum, the school's Health & Safety Statement, Anti-Bullying Policy, Admission and Participation Policy and Child Protection Policy.

Discipline for Learning (DFL)

In our school, we have a positive approach to teaching and learning. Positive rules for behaviour in class and out of class are discussed and agreed by pupils at the beginning of their school year. Positive reinforcement of good behaviour leads to better self-discipline and we place a greater emphasis on rewards and incentives than on sanctions.

We have many ways of recognising good behaviour and effect including awards, stickers/stamps, positive cards, positive comments and dojo points. Good behaviour and achievement will be recognised. Consistent positive reinforcement of desired behaviour are the key to success in our school.

See Appendix 1: DFL poster for Senior Infants/First Class, Appendix 2: DFL poster for Junior Infants

Restorative Practice

- Restorative Practice in our school provides a focus on developing positive relationships between all members of the school community. It gives opportunities for pupils to take responsibility for their behaviour and learning.
- Restorative Practice is a process whereby children are given the opportunity to reflect on their behaviour and how they and others have been affected by it so as to help prevent reoccurrence.
- Consultation occurs between the relevant teacher (class teacher, SET member, SNA) and the child.
- Incident notes are retained by the relevant teacher if applicable.

Restorative Questions to respond to Challenging Behaviour

1. What happened?
2. What were you thinking about at the time?
3. What do you think about your actions now?
4. Who has been affected by what you did?
5. In what way have they been affected?
6. What do you think needs to happen to make things right?

To help those harmed by other actions

1. What did you think whenhappened?
2. How did that make you feel?
3. What do you think needs to happen to make things right?

General Guidelines for Behaviour

All pupils are expected to behave in a reasonable manner both to themselves and to others, showing consideration, courtesy and respect for other pupils and adults at all times.

Code of Behaviour

The code of Behaviour covers the following areas:

- Behaviour in class
- Behaviour in the playground
- Behaviour in the school environment
- Behaviour on school outings
- Attendance at school (Education Welfare Act)
- Homework
- Mobile phones/tablets
- Dress code
- Consequences for serious misdemeanours / suspension / expulsion in appendix 3
- Recording Form appendix 4
- Additional /related policies are included in appendix 5

1. Behaviour in class

- Courtesy and respect are essential.
- Disrespectful behaviour towards other pupils or towards a teacher (e.g. defiance, cheek) are unacceptable.
- Pupils must respect the right of other pupils to learn. Any behaviour which interferes with the teaching and learning in class (e.g. constant disruption of the class, persistent distracting of others) is considered unacceptable behaviour.

In order that pupils benefit from their work in class full co-operation is required at all times. Pupils must co-operate with instructions given by the teacher and other school personnel. (ref Discipline for Learning)

Classroom Rules

1. Good manners are expected at all times
2. Always do your best and allow others to do the same
3. Raise hand, wait for attention and listen to the person who is speaking
4. Take good care of personal and classroom property
5. Ensure you are safe in class and make it safe for others

2. Behaviour in the Playground

Pupils should treat others as they would like to be treated themselves. Any behaviour which endangers or offends others is not permitted. Rough behaviour e.g. fighting, kicking, spitting, biting, pushing is forbidden.

Games or activities considered to be dangerous shall be prohibited. Any behaviour which interferes with other pupils' play is not permitted. Pupils may not leave the playground for any reason during breaks without permission of the supervising teacher, which includes re-entering the school building.

Playground Rules

1. Stay within the boundaries in yard
2. Play safely and treat others the way you would like to be treated.
3. Line up quickly and quietly and leave and return to your classroom in an orderly fashion.

Millennium Playground Rules

1. Play safely on equipment.
2. Particular care is needed when dismounting from equipment.
3. Pupils should always take turns when using the slide and other pieces of equipment.
4. Pupils must not walk up the slide or descend head first from the slide.

Sanctions for pupils who do not obey rules in playground

1. Holding an adult's hand and stay with the adult for a suitable length of time
2. Infringements and offences are reported to the class teacher at the end of yard.
3. Persistent and serious offenders will be reported to the principal. Details of infringements will be recorded and parents will be informed of serious incidents of mis-behaviour.

3. Behaviour in the School Environment

1. **Pupils must be respectful and courteous to all pupils and adults in the school environment**
2. Any kind of verbal or physical abuse of other pupils and/or adults is unacceptable
3. Pupils must show respect for school property at all times
4. Pupils should move about the school in an orderly manner

4. Behaviour on school outings

1. **Pupils must be respectful and courteous at all times**
2. Pupils are expected to behave in an orderly manner
3. Pupils are expected to show respect for public property
4. Pupils should co-operate fully with their teachers and all school personnel

Bullying or intimidation of other pupils is prohibited and is always regarded as a serious offence and is dealt with in accordance with our Anti-Bullying Policy.

Attendance at School (Education Welfare Act – ref Attendance Policy)

- Under the Education Welfare Act 2000, absences or lateness must be explained by parents/guardians via Aladdin Schools app.
- Absences of 20 days or more are automatically referred by the school to Education Welfare Board.
- If a pupil needs to leave school early, parent must inform the school via Aladdin Schools app.
- The Education Welfare Officer is available to support parents with attendance issues.
- Any cases of infectious illness should be notified to the school without delay.
- Daily attendance and punctuality are required from pupils.
 - School starts at 8.30 am daily – pupils are required to be in attendance at 8.30 am

Homework

- Homework is assigned in accordance with our Homework Policy.
- Pupils are expected to complete homework daily with the assistance/input of parents/guardians.

Mobile phones/Electronic Devices

Pupils are not permitted to have mobile phones/ electronic devices / smart watches in school. If a pupil brings such a device to school, it will be confiscated and returned to the parent. We ask that parents do not use their mobile phone when in the school – i.e. end the phone call before entering the school.

School Uniform (Dress code policy available)

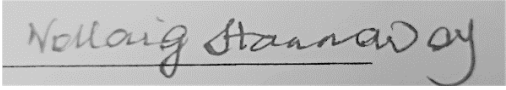
All pupils must wear the school uniform and /or PE uniform. Teachers will advise on which days your child's class will have PE / other activities for which the PE tracksuit should be worn. In the interests of Health and Safety, pupils are permitted to wear stud earrings and watch (analogue) only.





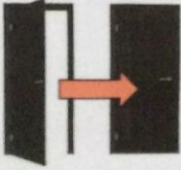
Conclusion

The essence of our code of behaviour is valuing people and encouraging them to accept responsibility for their own behaviour and to develop self-discipline.

Ratification

This Policy was ratified by the Board of Management on 24th November 2021

Signed: 
Chairperson of the Board of Management

1. Your teacher will call your name.	
2. Your teacher will call your name again to remind you.	
3. Your initials will be written on the board.	
4. You have to spend some time on the thinking chair.	
5. You have to go to another room to think about your behaviour.	



Appendix 3

Sanctions for Serious Misbehaviour

Serious misbehaviour includes repeated inappropriate behaviour, whether direct or indirect, whether verbal, physical or otherwise, which could reasonably be regarded as interfering with the pupil's right to learn, the teacher's right to teach and undermining the school as a safe place for all to work, learn and grow as individuals and as a school community.

Stage 1 – Warning 1

Pupil sent to principal (phone call to parent / guardians)

Stage 2 – Warning 2

Pupil sent to Principal (meeting with parent / guardians)

Stage 3 – Warning 3 and Behaviour Improvement Contract

If a pupil receives three warnings the class teacher and pupil go to the office and draw up a contract of behaviour. The parents and pupils are asked to agree a behaviour improvement plan, stating how the parent/guardian will support the school in helping to bring about a change in behaviour. A short time element is included for targets and review – possibly on a daily basis.

Stage 4 – Suspension

This procedure is used in the case of gross misbehaviour and or health & safety grounds:

- a) If stage 3 is exhausted or there is a single incident of gross misbehaviour the Principal requests a meeting with the parents. If considered warranted the Principal reserves the right to suspend the pupil for 3 days initially. This power of suspension is delegated to the principal by the school Board of Management.
- b) In certain circumstances the Principal with the approval of their Chairperson of the BoM may suspend a pupil for 5 school days
- c) A meeting of the BoM may authorise further suspension up to a maximum of 10 days.
Suspension will be in accordance with Section 23 of the Education Welfare Act 2000.

Appeal

Parents of a pupil who has been suspended for 20 school days or more are entitled under Section 29 of the Education Act 1998 to appeal such a suspension.

Stage 5 – Expulsion

This procedure may be considered in an extreme case, in accordance with Section 23 of the Education Welfare Act 2000.

Grounds for Expulsion

- Behaviour is a persistent cause of significant disruption to the learning of others or to the teaching process
- Continued presence of pupil constitutes a real and significant threat to safety
- Pupil responsible for serious damage to property.

Automatic Expulsion

The Board of Management may sanction automatic expulsion for certain prescribed behaviours e.g. assault.

Procedures in Respect of Expulsion

1. Detail investigation by school principal
2. Recommendation by principal to the Board of Management
3. The Board of Management considers Principal's recommendation
4. The Board of Management meets and decides if expulsion is appropriate. If the Board recommends expulsion, it will propose a date which will allow a 20-day cooling off period
5. The Education Welfare Officer is informed of proposal to expel pupil and effective date of that proposal
6. Parents of the pupil are informed of rights to invoke a Section 29 appeal under the Education Act 1998
7. Education Welfare Officer arranges consultations
8. Confirmation of decision.

Appendix 4 - Recording Form

Name _____

Class _____

Date	Behaviour / Incident	Recorded by / Reported by

Stage 1

Referred to principal on _____ (date)

Stage 2

Referred to principal on _____ (date)

Stage 3

Behaviour Improvement Contract implemented on _____ (date)

Stage 4

Suspension _____ (date)

Appendix 5

Related Policies available on request:

- Anti-Bullying
- Health & Safety Statement
- Admission and Participation (Enrolment) Policy
- Child Protection Policy.
- Healthy Eating policy - Guide for parents
- Parent/staff communication policy
- Dignity in the workplace
- Complaint procedures for parents