

AIMS OF CODE OF DISCIPLINE

The code of discipline aims to achieve three things:

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

1. The code of behaviour and discipline is intended to ensure that each individual child gets fair play, while at the same time making sure that the general body of children have the proper environment in which to learn.
2. Every effort will be made by all members of staff to adopt a positive approach to the question of behaviour in the school. Greater emphasis will be placed on positive reinforcement and praise rather than on punishment or criticism.
3. High standards of behaviour depend on high levels of co-operation between parents, staff and pupils.
4. The school rules are being kept to a minimum and are clearly stated.
5. All efforts will be made to match the children's abilities to the work they do and are expected to do. A resource teacher is available in the school to assess and tutor any child who may be experiencing difficulties with their work. Teachers may recommend further assessment by an educational psychologist, where necessary. No child will be referred for assessment without the permission and goodwill of that child's parents.
6. The overall responsibility for discipline within the school rests with the Principal. Each teacher has responsibility for the maintenance of discipline within his/her 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.
7. The following strategies may be used to show disapproval of unacceptable behaviour.
 - (a) Reasoning with the pupil.
 - (b) Reprimand (including advice on how to improve).
 - (c) Temporary separation from peers, friends or others.
 - (d) Detention during a break.
 - (e) Prescribing additional work, including week-end work.
 - (f) Referral to principal.
 - (g) Communication with parents.
 - (h) Loss of privileges i.e. participation in school tours and trips and organised after school activities.
 - (l) Suspension (temporary).

Teachers shall keep a 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 will be utilised. Parents will be involved at an early stage, rather than a last resort.

8. Communication with parents will be verbal or by letter, depending on circumstances. The parents concerned may be invited to come to the school to discuss their child's case. If differences of opinion exist between the parents and teacher, this should not be evident to the child. For gross misbehaviour or repeated instances of serious misbehaviour, suspension will be considered. Aggressive, threatening or violent behaviour towards a teacher or pupil will be regarded as serious of gross misbehaviour.

Where there are repeated instances of serious misbehaviour, the Chairperson of the Board of Management will be informed and the parents will be requested in writing to attend the school to meet the Chairperson and the Principal. If parents 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 139 (5) of Rules for National Schools as follows:

- (a) Where the Board of Management deems it necessary to make provision in the code of discipline to deal with continuously disruptive pupils or with a serious breach of discipline, by authorising the Chairperson or Principal to exclude a pupil or pupils from school the maximum initial period of such exclusion - shall be three 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 pupil's or pupils' parents or guardians . In exceptional circumstances, the Board of Management may authorise a further period of exclusion in order to enable the matter to be reviewed.

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

- (b) No pupil shall be struck off the rolls for breaches of discipline without the prior consent of the Patron and unless alternative arrangements are made for the enrolment of the pupil at another suitable school.
9. A copy of this code will be made available to all parents.
 10. Every effort will be made by the Principal and staff to ensure that parents are kept well informed, that the school provides a welcoming atmosphere towards parents and that parents are not only told when their children are in trouble, but when they have behaved particularly well.
 11. The code will be reviewed at regular intervals.

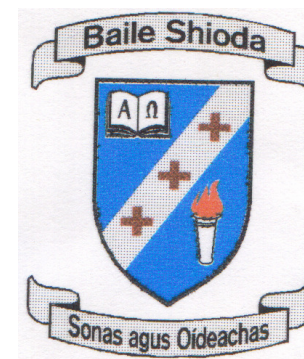
SPECIAL MEASURES TO COUNTER BULLYING BEHAVIOUR

1. Respect, trust, care, support and consideration for others are encouraged in the school.
2. Children are made aware that Bullying is an unacceptable form of behaviour.
3. Teachers supervising children will be particularly mindful of such behaviour.
4. Children are encouraged to disclose and discuss incidents of Bullying behaviour with their teachers.
5. Procedures are in place for noting and reporting any incidents of Bullying behaviour. (*ref. Anti-Bullying Policy*)
6. Incidents of Bullying behaviour will be investigated and definite procedures will be followed. (*ref. Anti-Bullying Policy*)

A Bullying culture thrives under threats and silences. Parents should be ever vigilant of the consequences of such threats as it usually manifests itself in :

Change of behaviour,
Poor performance in school-work,
Poor performance in home-work.

For that reason, children and parents alike should be made aware and encouraged to inform the appropriate authorities of any sort of Bullying - no matter how trivial.



**BALLYHEADA N.S.
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BALLYHEADA NATIONAL SCHOOL



SCHOOL RULES

RULE 1 :

Children should attend school regularly. A note of explanation is required when child is absent. Starting time of school is 9.30 a.m. Classes for Infants end at 2.00 p.m. The school closing time is 3.10 p.m. Pupils should always be in good time for school and promptly taken home afterwards.

RULE 2 :

Children should wear the proper school uniform at all times.

BOYS :

Grey slacks. Grey shirt. Grey socks if possible. Maroon jumper. School tie.

GIRLS :

Grey pinafore. Grey shirt. Grey tights / socks. Maroon cardigan. School tie.

All parents are asked to purchase the official crested parts of the uniform where they apply.

School Tracksuits are required for PE classes and other sporting activities or outings.

RULE 3 :

No child can be allowed home early from school, unless collected by a parent or person with written authorisation from parents.

RULE 4 :

Children should be provided with a healthy lunch coming to school. The following are not allowed as they can create a mess in the classroom : Fizzy drinks, pop-corn, peanuts, crisps or similar snacks and chewing gum.

In the interests of safety, glass bottles or flasks of hot drinks should not be brought into school.

RULE 5 :

Children should at all times show respect to all members of the Staff, to parents and to all visitors to the school.

RULE 6 :

Children are not allowed under any circumstances to leave the school grounds during school hours without first seeking permission from a teacher.

RULE 7 :

Pupils on yard are expected to obey the teacher on duty at all times and to line up quietly at the end of the break.

RULE 8 :

Rough play, fighting, hitting, pushing, spitting and bullying by individual children or by groups of children are all forbidden. Climbing or sitting on walls is also not allowed.

RULE 9 :

Name calling, mocking, and any attempt to aggravate or antagonise individual children or groups of children are forbidden. Bad language is also forbidden.

RULE 10 :

Rules 8 and 9 are intended to apply in the school and school yards. It is also desirable that they be observed going to and from school and when children are participating in all school related activities.

RULE 11:

Rules 8 and 9 apply to school bus transport also. The children using the bus are expected to adhere to Bus Eireann's Safety Rules;

SCHOOL BUS SAFETY: Reminder to pupils

* **JOINING THE BUS-** (1) Arrive in good time and queue properly. (2) Wait for the bus to stop. (3) No pushing or shoving.

* **EN ROUTE-** (1) Remain seated or hold the hand rails if you have to stand. (2) Do not meddle with doors or windows. (3) Don't distract your driver.

* **GETTING OFF-**(1) Wait until the bus has stopped and then alight in an orderly manner. (2) Stand well back until the bus has pulled away.

* **CROSSING THE ROAD-** (1) Allow the bus to pull away so there is a clear view in both directions. (2) Cross over, only when the road is clear. (3) Use the Safe Cross Code.

In the interest of safety, the bus driver must be obeyed at all times. For continuous bad behaviour on the bus, the travel pass may be withdrawn.

RULE 12 :

Any form of behaviour which threatens, demeans or degrades other children is unacceptable. If children are being bullied, teachers must be told immediately so that the matter can be dealt with effectively.

RULE 13 :

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

RULE 14 :

Home work is usually set from Monday to Thursday. Senior classes may have homework at weekends. If your child has undue difficulty in completing homework, please arrange an appointment with the class teacher to discuss this. Children should complete their written homework neatly. Equal attention should be given to oral homework and all homework should be checked and signed by parents each night. Incomplete homework may be reassigned.

RULE 15 :

Written permission will be required to:

- (a) Allow pupils to stay in the hall for their break.
- (b) Allow children to take medication themselves.

Teachers should also be informed if children are in the possession of medication of any sort.

RULE 16 :

An infectious illness that a child may have should be notified to the school immediately. If a child feels unwell before school, it is advisable not to send them to school as it is unfair to the child and it is difficult to deal with illness in the classroom.

RULE 17 :

Pupils must respect all school property and keep the school environment clean and litter free.

RULE 18 :

Party invitations are not to be distributed in school under any circumstances.

RULE 19 :

Parents who bring or collect their children to or from school by car, should at all times show consideration for the safety of all pupils and other parents. In an effort to minimize congestion and the risk of a serious accident, all parents are requested to use the parking area opposite the Church when dropping children to school and collecting children after school.

During school time parents are permitted to drive into the yard, provided there are no children playing in the yard. On wet mornings parents are permitted to drop children in the yard. Please avoid parking in the areas reserved for teacher parking.

RULE 20 :

Children are not allowed to bring mobile phones, toys or any dangerous implements into school.

RULE 21 :

Parents are asked to phone in advance for an appointment to see the teachers. Such appointments can be made through the Secretary between the hours of 10a.m. and 3p.m.

RULE 22 :

Parents with any problem whatsoever should always make contact with the class teacher involved first. They can then speak to the principal afterwards if they so desire.

It is vital that any matters relating to the school are firstly communicated to the school by the parents directly involved. Under no circumstances should teachers be contacted at home in relation to school matters.

RULE 23 :

In cases of bad behaviour and bullying, it is necessary to see parents in the school.

Allegations of bullying must also be put in writing or else parents should come to the school to register their problem

RULE 24 :

Parents of a child will be asked to pay for damage/repairs to school property should the child maliciously or continuously damage said property.

