

Scoil Phádraig Naofa

Code of Behaviour and Discipline



A Mission Statement of Scoil Phádraig Naofa

- The quality of the relationship between the teacher and the child is of paramount importance in the learning process in Scoil Phádraig Naofa. A relationship of trust and respect creates an environment in which the child is happier in school and more motivated to learn.
- The school strives to create and maintain a school environment, which is supportive of learning, by fostering a climate of welcome, discipline, care and learning. This learning environment is based on the principles of fairness and co-operation.

A Positive Approach

- Every effort is made by all members of staff of Scoil Phádraig Naofa to adopt a **positive approach** to behaviour and discipline within the school. Teachers use positive techniques of motivation and encouragement daily. These techniques are enforced within the various **positive discipline strategies** adopted by the school staff. **See below.**
- This school recognises the variety of differences that exist between children and takes this range of individual difference into account in the learning process.
- A high standard of behaviour is the result of a strong sense of community within the school and a high level of co-operation among the whole school community. (Pupils, Parents, Staff, Board of Management, Patrons)
- The rules of the school are kept to a minimum and are positively stated.
- All efforts are made to cater for differentiation, thus reducing the possibility of boredom or lack of learning opportunities.
- It is important that the rationale for the code is discussed with the pupils. It is vital that the rules are presented and taught to the pupils.

Responsibilities

- It is the responsibility of the teaching staff of Scoil Phádraig Naofa to ensure that the school's Code of Behaviour is administered in a manner, which is consistent and fair. The leadership of principal, deputy principal and other promoted teachers has a crucial bearing on the development of a collective responsibility among all the teaching staff and a sense of commitment to the school among parents and pupils.
- Each teacher has responsibility for the maintenance of discipline within the classroom and for the discipline and safety of his/her pupils as they enter and leave class, as they walk along the corridor, and as they leave school.
- The role of Parents/Guardians is paramount. Their support is a crucial factor in enabling the staff of Scoil Phádraig Naofa to implement the Code of Discipline successfully.

- It is the joint responsibility of Parents/Guardians and Teachers to ensure that all relevant information regarding discipline issues is communicated in a fair, honest and swift manner.

Rights

- Teachers have a right to be allowed to teach, and to receive respect and good behaviour from their pupils.
- Pupils have the right to be actively involved in the learning process in an environment relatively free from disruption and distraction from their peers.
- Pupils have the right to be listened to at appropriate moments agreed by the teacher.
- Teachers, like all workers, have the right to expect to be treated with respect and dignity. They should be able to teach in a safe, well-maintained physical environment, relatively free from disruption. They have the right to the support and co-operation of Teaching Colleagues, Parents and Board of Management to achieve the school's aims and objectives.

Strategies

It is important that good behaviour is not taken for granted. The following strategies are used in Scoil Phádraig Naofa to maintain a culture of good behaviour:

Classroom Strategies

Teacher and pupils collaborate to create a **charter of rules and consequences** for their classroom. Its aim is to encourage good behaviour and prevent poor behaviour. While pupils may contribute to the content of the charter, the Teacher takes responsibility for delivering the charter. The charter is classroom specific, but has commonality throughout the school. The rules are **fair and acceptable**. The rules apply to all pupils consistently, and respect the dignity of all. The charter needs to be supported by recognising 'good' behaviour when it occurs.

Creating a positive environment

- **Praise:** The good work and desirable behaviour is acknowledged by praise, helping build up the child's self-esteem.
- **Encouragement:** Every pupil, working to the best of their ability, will receive encouragement and assistance.
- **Work displayed** in classroom and around the school.
- **Positive comments** about a group's desirable behaviour or the behaviour of the class to principal when visiting the class.
- **Being sent to Principal** with a note about the child's desirable behaviour.

- Being sent to a higher class to show off their work provided it does not cause embarrassment.
- Awards for Good Attendance.

Unacceptable or inappropriate behaviour has consequences and will be dealt with in accordance with the nature of such behaviour, using the following strategies:

- Reasoning with pupil;
- Highlighting the good behaviour of another pupil(s) while ignoring the behaviour of the offending pupil;
- Reprimand, including advice on how to improve;
- Temporary separation from peers, but never unsupervised;
- Loss of privileges;
- Prescribing additional work, while keeping to homework policy guidelines;
- Communication with parents;
- Referral to Principal Teacher for any serious breach of discipline, or for repeated incidents of minor misbehaviour;

These Strategies form the basis for sanctioning unacceptable behaviour in all classes and enable our Coloured Card System to operate. See *Sanctions for Misbehaviour* below.

Teachers will keep a record of all incidents of serious misbehaviour. See *Record Keeping* below.

Whole School Positive Discipline Strategies

The staff of Scoil Phádraig Naofa endeavours to promote good behaviour through the continued recognition of positive behaviour and effort. This process is supported by the following strategies -

School Reward System (Team Points)

The school reward system works on a four "Team" structure, with all the pupils and staff being a member of one of the following teams: **Ulster, Munster, Leinster and Connacht**. Each team constitutes an equal number of pupils and staff from each class grouping, which are listed and displayed in the school entrance hall.

The system operates by giving the pupils opportunity to earn points for their team. All members of staff can award points once they observe appropriate behaviour. For example - observation of a pupil working to the best of their ability, being mannerly, supporting their peers, kindness and helpfulness, sportsmanship and completing assigned work to a very high standard, etc.

Team Captains from the senior classes visit all rooms on Friday afternoon to collect, tally and collate team totals. Weekly results are announced over the school intercom system and displayed in the entrance hall of the school. At the end of each month the cumulative totals are calculated and the winning **Team of the Month** is announced. The system renews its self at the start of every month.

The victorious team is suitably rewarded with a **Team Prize**: for example, trips to a cinema, sports activities, local picnic, bus trip, Easter egg hunt, etc. This gives the whole team an opportunity to celebrate their success together.

Star Reward System

The Star Reward System is used to encourage and assist in the enforcement of certain school rules. Teachers will award stars to classes that are noticed adhering to specific rules. Once a class has accumulated 8 stars they are rewarded with a DVD Pass which allows them to watch a DVD.

At present the system is used to promote the following desired behaviour:

1. Entering, exiting and lining up around the school and in the yard in an orderly civilised fashion.
2. Wearing the appropriate school uniform.
3. Tidy Classroom

Sanctions For Misbehaviour

A. White/Yellow/Red/Blue Card System (All Classes)

Misbehaviour has to have consequences that are fair, consistent and transparent. The White/Yellow/ Red/Blue card system is designed to assist every teacher when enforcing school rules, punishing incidents of misbehaviour and recording pupil misbehaviour. The system works as follows:

White Card - Misbehaviour in Infant Classes

A White Card is used to record recurring incidences of misbehaviour or isolated incidents of gross misbehaviour in Infant Classes. White Cards may be used when a child is in breach of one of the following:

1. Disruptive behaviour in class or school environment.
2. Disrespectful language or behaviour used towards school staff or fellow pupils.
3. Damage to school property.

Once a pupil has accumulated 3 **White Cards**, his/her parents will be contacted by the class teacher to discuss their child's behaviour.

Here after if a further 3 **White Cards** are recorded a meeting with parents, class teacher and principal will be organised.

A **Reduced School Day** will be implemented for any Infant who accumulates 9 **White Cards**. (See below)

In exceptional circumstances an Infant pupil may receive a **Red Card** which will automatically result in suspension. (See below).

Yellow Card - Serious Misbehaviour

A **Yellow Card** is given to a student once he/she is in breach of one of the following:

1. Cursing / using inappropriate language in school.
2. Use of offensive language.
3. Disruptive behaviour in class and school environment.
4. Disrespectful language used towards a staff member ('Go away', 'shut up', 'I will not' etc.)
5. Incorrect or no uniform / wearing jewellery / chewing gum / mobile phone turned on.

When a student has received 3 **Yellow Cards** he/she will receive a lunchtime detention.

A pupil who receives 9 **Yellow Cards** in total spanning more than 1 school term will receive a full day's detention in the school.

A pupil who receives 5 **Yellow Cards** in the month before the day of the **School Tour** will not be permitted to participate in this activity for health and safety reasons.

Detention will involve the student remaining in for one lunch break to complete written exercises under adult supervision. A standard note will be sent home informing Parents/Guardians as to why their child is receiving detention. Parents/Guardians, Class teacher, Student and School Principal will sign this standard letter.

Blue Card / Detention Card

A **Blue Detention card** is given to a student once he/she is in breach of one of the following:

1. Serious Misbehaviour
2. Health and Safety Issue

A **Detention Card** is given by the Principal, Deputy Principal or Assistant Principal when a student's behaviour is deemed to warrant an immediate once-off lunchtime detention.

Red Card - Gross Misbehaviour

A Red Card is given to a student once he/she is in breach of one of the following:

1. Cursing at or inappropriate comments made towards/about a member of staff.
2. Leaving school grounds without permission.
3. Repetitive use of offensive language (racial, homophobic etc.)
4. Inappropriate comments, references or statements which defame the school or school staff on social media or other internet sites.
5. Seriously endangering himself/herself or others e.g. violence, damaging school property, smoking etc.)
6. The pupil has accumulated 9 Yellow Cards in one school term.

A pupil will receive a one-day Suspension from school for a Red Card Offence. See *Suspension* below.

B. Reduced School Day (All Classes)

If after communication with his/her parents/guardians, a pupil continues to disrupt the teaching and learning in the classroom, his/her parents/guardians will once again be contacted to inform them that their son/daughter is being put on reduced hours in school. The system works as follows:

The Parents/Guardians are required to co-operate with the procedure and sign an agreement outlining the following:

- The Reduced Day will be from 9.15am to 12.30pm (these times are subject to change depending on individual circumstances) during which time the core subjects of the curriculum will be covered.
- This will be for an initial period of two weeks, which will be reviewed every fortnight before the pupil returns to a full day.
- After two periods of reduced hours the pupil and his/her parents will meet with the principal and his class teacher to assess progress.

In keeping with the Catholic ethos of the school, Special Needs Pupils will receive concessions (when deemed appropriate) from teachers when using the Card system. The behavioural difficulties of these pupils are sometimes directly related to their Special Needs. Suspensions involving these pupils will only be used as a last resort when dealing with their challenging behaviour.

C. Suspension

Parents/ Guardians are contacted by the school Principal/Deputy Principal and informed of this sanction. Parents/ Guardians will also be required to arrange a meeting with the pupil's

Class Teacher, Principal and if necessary with the Chairperson of the Board of Management to discuss the matter. All suspensions will be submitted to the Education Welfare Board as is required by the school.

The sanction of Suspension will be used once a student has received a Red Card for an incident of *Gross Misbehaviour* (See above) or 9 Yellow Cards (See above).

In any case of gross misbehaviour the Board of Management authorises the Chairperson or the Principal to sanction an immediate suspension, pending a meeting between the school and parents. Pupils will be suspended for a temporary period in accordance with Rule 130(5) of the Rules for National Schools.

D. Expulsion

The Board of Management will only consider expulsion in extreme cases in accordance with Rule 130(6) of the Rules for National Schools

Record Keeping

Teachers of Scoil Phádraig Naofa will keep a record of all instances of serious misbehaviour, as well as a record of improvement in the behaviour of pupils. Serious misdemeanours (bullying, substance misuse, aggressive behaviour, inappropriate language, and frequent breaches of our homework policy, vandalism etc.) will be recorded and dated, including a record of any action taken. A copy of such records may be sent to parents/guardians, or may form the basis for a meeting with parents/guardians of the offending pupil.

Samples of Record Keeping Forms:

- White Card (Infant Classes)
- Yellow Card
- Detention Letter
- Red Card
- Phone Call to Parent
- Meeting with Parent
- Yard Incident Report Form
- Pupil Behaviour Log

Board of Management

The Board of Management has a role to play in the maintenance of desirable standards of behaviour in our school. It encourages parents/guardians in supporting its implementation, and the Board itself is supportive of the teachers in the application of this Code of Behaviour.

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