

2. Encouragement and praise in class and at assembly
3. Responsibilities in school.
4. DVD occasionally
5. Incentive at teacher's discretion

Those who do not maintain this Code will be subject to sanctions.

Sanctions:

1. Verbal reprimand.
2. Child will be moved to another location in the classroom.
3. Child's name may be recorded in the "Class Behaviour Notebook".
4. Child may be sent for a period to another classroom, accompanied by work that is being covered in own class.
5. Time-out at wall if incident occurs at or just before yard time.
6. Parents will be notified in the case of serious repeated incidences with a view to meeting the teacher about the inappropriate behaviour.

Further sanctions will be discussed with parents, with reference to TUSLA guidelines.

These sanctions have been approved by the Board of Management, which considers that in the case of *Serious Misbehaviour* the following will apply:

1. The incident will be reported to the Principal.
2. Parents will be informed immediately and asked on a particular day to meet the teacher and if the situation requires, the Principal. If the child is sent home, appropriate work to cover rest of day's work will also be sent home. This must be dated and recorded.
3. If the Principal and Discipline Co ordinator deem it necessary, the child will be given supervised detention during break times for a period up to and including three days. A written record of all incidents of serious misbehaviour reported will be kept on file.
4. If sanctions fail, or in cases where misbehaviour is of a serious nature, the Principal may ask the Board of Management to suspend the child from school. This will be carried out in accordance with current legislation and ongoing Department of Education and Science guidelines and NEWB guidelines. Pupils may be asked to do schoolwork while on suspension to make up for lost classroom time, if deemed appropriate. Suspension will be either an internal (within the school building but separate from classmates/other pupils) or an external suspension.

This policy will be reviewed annually to incorporate amendments and conform to legislation.

Policy Document Approved By Board Of Management:

Signed: _____ **Date:** _____



Amended 5th December 2013

St. Agnes' Primary School **Code of Discipline**

Rationale:

- Our Code of behaviour is considered a priority within our school
- The school community needs to be ready to meet challenges as they come along.
- It is important that our policy is in line with changing social circumstances

Mission Statement:

St. Agnes' School seeks to provide a happy Christian environment in which children grow in respect and care for themselves and others.

Our school is a place where children are helped to develop their potential. We value and promote active co-operation between pupils, parents, staff, management and local community.

We remain open to new ideas for the development of the school.

Aims of Our Code of Behaviour.

1. To create a safe and happy environment in which children will be educated.
2. That children will develop a respect for and responsible attitude towards themselves and others.
3. To foster each child's self esteem and to nurture in our children self-discipline and control.

General information to be observed:

1. The school bell rings at 8.50 a.m. with the beginning of the school day. Children are expected to assemble outside the main entrance in their lines as soon as they arrive on the school premises. Their teachers will take them to the classroom. After the first day parents of Junior Infants are asked to encourage their child to go with their teacher to their classroom. Parents who wish to give a short message to the teacher can do so when the teacher is collecting the class from the yard. Parents who need to speak to the teacher are strongly advised to make an appointment.

2. School finishes at 1.30 p.m. (Juniors and Senior Infants) and 2.30 p.m. (1st – 6th Class). Class teachers, at the end of the day, will lead children to the main entrance, where parents will collect them.
3. Children are not allowed to linger inside the school building after dismissal times. They may wait for their friends outside the main entrance. Children should leave the school grounds immediately. They are not allowed to play on the railings, trees, gates or basketball poles at any time.
4. Parents/Guardians are responsible for their children before 8.50 a.m. and after 1.30 p.m. (Juniors) 2.30 p.m. (Seniors). Parents must ensure that their children are collected on time. Parents must check in at reception and sign their child out if collecting early. They must also sign their child out if they are late coming to collect their child.
5. Children must obey the Traffic Warden at all times.
6. To ensure safety, parents are not permitted to drive into Staff Car Park or School Yard.

Uniform

1. Children are asked to be dressed in uniform every day. In the Senior School (2nd – 6th) uniform consists of grey skirt or trousers, school red jumper, grey shirt and school tie. In the Junior School, uniform consists of grey skirt or trousers, grey school jumper, grey shirt and school tie. Children may only wear either flat-heeled black shoes or closed runners. Red uniform jacket is available for all children.
2. On P.E. and swimming days school tracksuits and polo shirts in white, red or grey may be worn as uniform for that day.
3. In the interest of safety, properly tied runners are compulsory for P.E.
4. Jewellery is not allowed (except watch and stud ear-rings).
5. In the case of illness, where special arrangements have to be made parents are asked to contact the teacher in person or by note.

Books

The school operates a Schoolbook Loan Scheme at an annual fee which includes photocopying, art and craft materials use of computers etc. This fee must be paid by the end of the first week back in the new school year. Parents are asked to ensure that books are kept clean, school bags are kept tidy and that food and packaging are removed every day. Children must purchase their own supply of pencils, pens and colours, as well as extra copies they need.

Absences

1. A written note from parents is expected when children have been absent from school, explaining the reason for the absence.

2. Parents are asked to ensure that children attend school for the full school day. Unnecessary absences are very disruptive for the class and for your child's academic progress.
3. Children may not leave the school premises during school hours. Written or verbal notice should be given to inform teachers that a pupil is leaving school early.
Children must be signed out if collected early at all times.
4. The school will notify each parent/guardian when:
 - (a) a child has been absent for 10 days.
 - (b) a child has reached the maximum 20 days.
5. The school is obliged by law to notify the National Educational Welfare Board when a child over six years of age is absent for 20 days or more or where the absence gives rise for concern.

Lunches

Children have their lunches in their classroom. For health, hygiene and safety reasons, crisps, pop-corn cereal bars, glass bottles, fizzy drinks, chocolate bars, sweets and chewing gum are forbidden. Lunches are provided. Fifteen minutes will be allowed for eating lunches, and longer if necessary for the younger children. Children must bring home wrappings and uneaten food. Milk and water are the only drinks allowed in school.

Health and Hygiene

1. Hair must be checked for head lice on a regular basis. Hair must be worn up. Parents must inform the class teacher if their child has head lice.

Courtesy and Respect

Children are expected to show courtesy to and respect for their teachers, school staff, parents and visitors to the school, and each other. Good manners and respect for themselves and others are regarded by the staff as a very important part of education.

Bullying and Cyberbullying

Our school has a specific policy on Bullying. We consider Bullying to be a very serious offence.

The school's Code of Discipline has been formulated with the well being of all children as its aim. For those who keep the rules teachers may choose from the following rewards.

Rewards:

1. Stamp awards, certificates and occasional prizes

