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Principal: *Pauline Lennon*

## **Harold Boys' National School –CODE OF BEHAVIOUR**

This policy is a collaboration between the Principal, teachers, parents and Board of Management of Harold Boys' National School, Dalkey, Co. Dublin. It was reviewed and reformulated in April 2005 and further updated in February 2009 in the light of the NEWB guidelines "Developing a Code of Behaviour – Guidelines for Schools".

The purpose of this policy is to promote positive student behaviour and to allow the school to function in an orderly and harmonious way. It is also to enhance the learning environment where children can make progress in all aspects of their development. It relates to the ethos of the school in that it nurtures each child to develop his potential in a caring environment where the talents of each child are valued. This is achieved by a high level of respect and co-operation between staff, parents and pupils.

### **AIMS**

- To allow the school to function in an orderly and harmonious way
- To enhance the learning environment where children can make progress in all aspects of their development
- To create an atmosphere of respect, tolerance and consideration for others
- To promote positive behaviour and self-discipline recognising the differences between children and the need to accommodate these differences
- To ensure the safety and well-being of all members of the school community
- To assist parents and pupils in understanding the systems and procedures that form part of the Code of Behaviour and to seek their co-operation in the application of these procedures
- To ensure that the system of rules, rewards, and sanctions are implemented in a fair and consistent manner
- To facilitate the education and development of every pupil and to enable teachers to teach without disruption
- To foster caring and respectful attitudes to one another, to school staff and members of the local community.

### **GUIDELINES**

- A strong sense of community and co-operation is required from staff, pupils and parents to implement the code
  - There is recognition of the variety of differences that exist between children and the need to accommodate these differences

### **STRATEGIES FOR PROMOTING POSITIVE BEHAVIOUR THROUGHOUT THE SCHOOL AND CLASSROOM**

- All staff share our school ethos, which emphasises care, respect and responsibility and understanding.
- We regularly have school assemblies where success is acknowledged, rewarded and celebrated.
- Staff encompass a welcoming attitude to parents and consult with them where necessary/beneficial.
- We acknowledge positive behaviour through the use of a note in the homework journal, by praising/commending children on their behaviour and by rewarding them. Rewards

include, stars, stickers, homework passes, and class rewards such as extra break and chess/board games

- Teachers ensure that the class timetable is as varied as possible and present a balanced educational programme for the pupils.
- Problems are noticed and dealt with as soon as possible.
- Developing clear and simple classroom rules in discussion with the children. Each class will embrace five to seven rules stated in terms of observable behaviours. Staff treat pupils with respect and build up positive relationships with them.
- Children are aware that misbehaviour and failure to adhere to school and class rules will incur clear, consistent consequences.
- SPHE is used as a structure within which to address the teaching of social skills.
- 'Quiet time' on a daily basis (e.g. D.E.A.R. (Drop everything and Read)Time/Pupils working silently for a given time on a particular activity).

### **GENERAL GUIDELINES FOR BEHAVIOUR**

- Each child is expected to be well behaved and to show respect and consideration for other children and adults in school, on school outings, and within our local community.
- Each child is expected to show respect for the property of the school, other children's belongings and their own belongings.
- Each child is expected to do his best both in school and for homework
- Mobile phones and electronic games/devices should not be visible or audible at any time in the school building or school grounds.

### **SCHOOL EXPECTATIONS FOR PUPILS**

The following outline of procedures for the classroom, yard and school environment set a positive atmosphere in relation to pupil learning, behaviour and achievement. There is a greater emphasis on rewards rather than sanctions.

#### **Mornings:**

- Pupils should be in school by 8.50am. Pupils should not enter the school building before 8.50am. Gates open at 8.45. All pupils walk directly to yard to line up.
- Pupils should wear the school uniform each day. This consists of a navy v-neck jumper, navy trousers and navy tie. A school crest is a vital part of the uniform and should be purchased from the office and sewn on the jumper. A pale blue shirt and dark coloured shoes should also be worn. PE Days: The school tracksuit and polo shirt should be worn on PE days only. School shorts may be worn in warm weather. The tracksuit, polo shirt and shorts may be purchased in Uniformity. No other styles are acceptable and these may be worn on PE days only. All parts of uniform should be clearly marked with the child's name. Parents are notified if children are wearing the incorrect uniform. This form must be signed by the parent and returned to the class teacher. A formal letter will be sent home in the event of a child consistently not wearing the correct uniform.
- If a pupil cycles or scoots to school the bicycle/scooter should be left in the bicycle rack by its owner only. Pupils may not cycle within the school grounds. No pupil may touch a bicycle or scooter belonging to another boy.

#### **At Break Times:**

- Boys are encouraged to play games such as football and basketball during play times.
- Rough play and climbing walls, fences or picnic tables is not allowed.
- Each class should play in their own area of the school yard.
- If a football from one class comes into another yard area the ball should be handed back.
- Our school is a bully free zone. Boys are encouraged to tell the teacher in the yard if they feel they are being bullied. (See Anti Bullying Policy)
- Healthy lunches are promoted within the school. Lunches are eaten in classrooms and children are asked not to bring food or drink into the yard. Pupils may have bars on a

Friday. Chewing gum, crisps and fizzy drinks are not allowed at anytime. Children are asked to bring still, unflavoured water to drink.

- Pupils may not leave the school grounds for any reason without permission in writing from their parents/guardians.
- Boys are expected to line up quietly when the bell goes at the end of each break.
- Harold Boys' NS is a Green School. Boys are expected to keep their classrooms clean and tidy and put all waste in the correct bins. Uneaten food should be taken home.
- Name calling or bad language is not allowed in the school.
- Pupils must not damage school property.
- When children are playing on the yard physical contact (e.g. pushing, pulling, slide tackling, kicking) is not allowed.
- Play that may cause injury to staff or pupils is not permitted at any time.
- Pupils are advised to go to the teacher on yard if there is a problem.
- Sharp objects that could cause injury to others should not be brought to the yard.

### **At Assembly**

- Pupils are expected to wear correct uniform
- Pupils must show respect to each other, to staff members and to visitors

### **Toilets:**

- Pupils treat all toilet facilities and drinking fountains in the school with respect and must not damage them in any way.
- Pupils must not waste toilet paper or toilet soap.
- Pupils are encouraged to wash their hands after going to the toilet and dry them in the hand towels provided.

### **In Class:**

- Each boy is expected to have all of the text books and equipment necessary for his particular class.
- Tippex is not allowed.
- Each boy must do his homework in a neat and tidy manner and must bring in a note from parents to his teacher if homework is not done.
- Boys must treat all staff members and visitors with respect.
- All classes will participate in the development of their class rules and agree to keep them.
- Boys should not upset the smooth running of the class. (Boys may be suspended from the school for repeatedly disrupting the class and for showing disrespect for the teacher.)

### **Substance Use** (See Substance Use Policy)

Children must not under any circumstances bring illegal drugs, cigarettes or alcohol to school.

### **STRATEGIES FOR DEALING WITH UNACCEPTABLE BEHAVIOUR**

The degree of misbehaviour (i.e. minor serious or gross) will be decided by the teachers on the basis of their professional judgement and based on a common sense approach with regard to the gravity/frequency of the misbehaviour.

### **PROCEDURES FOR DEALING WITH MINOR MISBEHAVIOUR**

A staged approach is envisaged in dealing with minor incidents of unacceptable behaviour.

Incidents of misbehaviour on yard will be recorded in yard book

- Reasoning with the pupil
- Reprimand (including advice on how to improve)
- Child moved to somewhere else in the classroom or required to work away from others
- Parents/guardians informed generally by letter or by a note in homework diary
- Prescribing additional work at break-times under the supervision of the teacher on yard duty
- Parents requested to meet class teacher
- Loss of Privileges (eg school tour/outing/event/class treat)

- Referral to Principal
- Behaviour noted in pupil's annual report

### **PROCEDURES FOR DEALING WITH MISBEHAVIOUR IN CLASS**

- In the case of a serious incident of misbehaviour, providing for 'time out' may be useful. (The child goes to a particular place in the classroom designated as the time out or cool down area).
- Exiting a child from the classroom may be necessary where the classroom is significantly disrupted. The pupil will be escorted to a designated teacher(s) classroom e.g. Deputy Principal or Special Duty Post Holder for a period of time to assist the pupil in getting ready to amend the behaviour so that the pupil may return to their classroom as soon as possible. It will be anticipated that the pupil, on returning to their class, will resume without causing further disruption.
- Utilising a Behaviour Plan (see Understanding Behaviour below) may be considered when a child consistently exhibits challenging and disruptive behaviour. A Behaviour Plan will focus on one behaviour at a time and the achievement of the targets will be reinforced positively. It is envisaged that the child will be involved in the setting of targets. If a child is entitled to a support teacher on the basis of their behavioural needs, the support teacher may set targets in consultation with the child, the class teacher and the parents.

### **PROCEDURES FOR DEALING WITH CONTINUOUSLY DISRUPTIVE PUPILS / SERIOUS INCIDENTS OF MISBEHAVIOUR (Including Intimidation, repeated bullying, disrespect, sneering, answering back, use of foul language)**

- The pupil will be warned officially to stop offending.
- The parents/guardians will be informed.
- Prescribing additional work at break-times under the supervision of the teacher on yard duty
- Loss of Privileges (school tours/excursions/events/class rewards)
- The Parents will be requested to formally meet the Class teacher where the specific behaviour will be discussed
- The Parents will be requested to formally meet the Class Teacher & Principal where the specific behaviour will be discussed
- The Parents will be requested to formally meet the Class Teacher, Principal & Chairperson of the Board of Management
- The Board of Management may exclude the pupil from the school premises at break and/or lunch times.
- The Board of Management may arrange for the pupil to be escorted to and from the school premises at assembly and dismissal times.
- In the event of a serious incident of misbehaviour or where a pupil is continuously disruptive the Board of Management may suspend him for a minor fixed period (one to three school days).
- A programme of intervention will also be formulated to enable the child manage and change his behaviour.

### **PROCEDURES FOR DEALING WITH GROSS MISBEHAVIOUR**

- Principal/Chairperson/Board will be notified.
- The Principal/Board will examine the issues.
- The Principal/Board may consider sanctions including immediate suspension pending discussion with the parents/guardians.

### **ROLES AND RESPONSIBILITY**

The people who have particular responsibility for aspects of the policy are

- Board of Management
- Principal
- Class teacher
- Parents
- Pupils

The overall responsibility for discipline within the school rests with the Principal. However the Board of Management has ultimate responsibility for discipline under its management and a duty to ensure that a fair code of discipline applies therein.

### **IMPLEMENTATION DATE**

This policy was reviewed in March 2024

Teachers will discuss the code with the pupils in the school and formally teach/revise the expectations for behaviour each term so that pupils are aware of what is expected of them. Each teacher will ensure that their class develops classroom rules and that children agree to follow these.

Parents will also be informed of the revised Code of Behaviour by Newsletter and by having a copy of the code sent home for their perusal.

### **TIMETABLE FOR REVIEW**

This policy will be reviewed and amended as necessary, but no later than March 2025

### **RATIFICATION & COMMUNICATION**

The Board of Management officially ratified this policy on 9th April 2024

Parents/Guardians are required to sign acceptance of this Code of Behaviour on enrolment and thereafter as requested by the school.

Signed:

***Damian Mc Keown***

(Chairperson BOM)

***Pauline Lennon***

(Principal)