

St Olaf's National School

Code of Behaviour and Discipline

Discipline is the collective responsibility of the entire staff and all staff members are expected to co-operate in ensuring that a high standard of behaviour is maintained throughout the school. The emphasis will be a positive rather than a negative one and rewards will be regularly available for both individuals and classes who merit them. Staff are encouraged to recognise and praise good behaviour as well as dealing with bad behaviour.

Rules for around the school:

· Keep unhelpful hands, feet, objects and comments to yourself. Let people around you feel comfortable. · Call people by their preferred name. · Move around the school quietly. Please walk. · Stay on Site - only leave school with staff permission. · Follow directions from all staff straight away. · Put litter in the bins, be careful, look after property.

Rules for within the classroom:

A. Infants - Rang 1 :

1. Stop, Look and Listen to the teacher when told to do so.
2. Do what the teacher tells you straight away.
3. Do your work and let others do theirs
4. Walk, Don't Run and line up quietly
5. Speak nicely to and about each other.
6. Stay in your place and continue your activity.

B. Middle and Senior Classes:

1. Stop, Look and Listen to the teacher's instructions and follow them straight away without complaint.
2. Be on time for school with everything you need.
3. Sit up straight in class, Do your work well, Work quietly without interrupting others.
4. When you need to be out of your place, Walk , Do not run.
5. Raise your hand to ask for attention and quietly wait your turn.
6. People have the right to be safe, so keep unhelpful comments to yourself, don't throw anything, hit or kick anyone, fight or retaliate, call anyone names or

slag them or do anything else likely to hurt or injure them. Be kind and thoughtful.

Behaviour checks:

Behaviour checks are in step order and cumulative - usually 5 or 6 steps. Every day in school, each pupil has a fresh start - except for repetitive poor behaviour.

A. Infants:

1. Warning!
2. Move place within classroom.
3. Second Warning!
4. Move to another classroom - extra work given and note sent home.
5. Sent to Principal's Office - extra work given and note sent home.
6. Parents asked to come in to discuss situation.

B. Rang 1 - Rang 3:

1. Warning! Name recorded.
2. Move place within classroom - 20 minutes.
3. Stay back at end of school day - 2 minutes.
4. Move to another classroom - extra work given and note sent home.
5. Sent to Principal's Office - extra work given and note sent home.
6. Parents asked to come in to discuss situation

C. Rang 4 - Rang 6:

1. Recorded Warning!
2. Move place within classroom - 20 minutes.
3. Move to another classroom - extra work given and note sent home.
4. Detention at break time - extra work given and parents informed.
5. Sent to Principal's Office - extra work given and note sent home.
6. Parents asked to come in to discuss situation.

Note: If there is an incident of very serious misbehaviour, the child will be immediately sent to the Principal, who will inform the parents / guardians and seek a meeting to discuss the implications of this type of conduct. The possibility

of suspension or expulsion may be necessary in certain cases. In the event that a child's behaviour is such that they are impacting negatively on teaching, or the safety, health and welfare of other pupils or staff, they may be suspended. They could also be suspended for Health and Safety reasons.

Examples of very serious misbehaviour include:

1. Deliberate continued defiance
2. Verbal and physical abuse, including sexist and racist remarks
3. Deliberate or repeated damage to property
4. Continued fighting when asked to stop
5. Swearing, spitting
6. Smoking.

Use of alcohol tobacco or drugs on the school premises

- Any suspected use of alcohol tobacco or drugs on the school premises should be notified to the Principal immediately.
- Parents will be informed forthwith
- Substance should be confiscated and sent to the office for safekeeping

Bullying.

All reports of bullying, no matter how trivial, will be noted, investigated and dealt with by staff members. In this way pupils will gain confidence in 'telling'. · Serious cases of bullying behaviour by pupils should be referred immediately to the Principal or Deputy Principal. · Parents / guardians of victims and bullies will be informed earlier rather than later of incidents so that they are given an opportunity to discuss the matter. They are then in a position to help and support their children before a crisis occurs. · Parents / guardians can make inquiries to class teachers or directly to the Principal regarding incidents of bullying behaviour which they might suspect or that have come to their attention through their children or other parents / guardians. · It will be made clear to all pupils that when they report incidents of bullying they are not telling tales but are behaving responsibly. · Individual teachers in consultation with the Principal, shall record and take appropriate measures regarding reports of bullying behaviour in accordance with the school's policy and Code of Behaviour and Discipline. · Non-teaching staff such as secretary, caretaker, classroom assistants, and parents assisting with yard supervision are encouraged to report any incidents of bullying behaviour witnessed by them or reported to them, to the Principal. · In the case of a complaint regarding a staff member, this should normally in the first instance be raised with the staff member in question and if necessary, with the Principal. · Where cases relating to a pupil or teacher remain unresolved at school level, the matter should be referred to the school's Board of Management.

Procedures for investigating and dealing with bullying

See Anti Bullying Policy.