



**MONEENROE NATIONAL SCHOOL**  
**Roll No: 16204F**



# Code of Discipline

September 2023

### **1. Introduction:**

The Board of Management of this school, in consultation with staff and parents gives consideration to the particular needs and circumstances of the school in devising this Code of Discipline.

### **2. Our code of behaviour has recently been revised and updated. The purpose of this code is to ensure:**

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

### **3. Guidelines:**

- The school recognises the differences, which exist between individual children and also the need to be tolerant of these differences.
- We agree that a high standard of good behaviour depends on a strong sense of community, a high level of co-operation among the staff and a very well developed system of communication between staff, parents and pupils. Every effort to maintain these principles will be made by the school.
- The use of strategies mentioned in SPHE Programmes will be availed of to cultivate a positive atmosphere.
- Staff shall be encouraged to adopt a positive approach to the question of behaviour in the school.
- The teacher on supervision will be “class teacher pro tem” on each occasion by all pupils.
- Every effort will be made to ensure that the code is implemented in a reasonable, fair and consistent manner.
  
- Any form of behaviour that interferes with the rights of others to learn and to feel safe is unacceptable. The following steps will be taken when children behave inappropriately:
  1. Reasoning with pupil.
  2. Verbal reprimand, including advice on how to improve.
  3. Temporary separation from friends/peers and may include being sent to another class.

4. Note in homework journal to parent's/phone communication to parents by Class Teacher.
5. Detention during breaks.
6. Withdrawal of privileges.
7. Extra exercises to write out.
8. Meeting with parents by Class Teacher or Class Teacher and SNA.
9. Pupils who misbehave frequently may not be allowed to participate in school outings for their own safety and that of other pupils.
10. Positive behavioural check-ins will be completed by extra members of staff, giving pupil advice and strategies to avoid problematic situations at the request of management teachers.
11. Where a single incident is deemed to be of a very serious nature where a pupil is persistently in breach of the code of discipline, and the above procedures have been followed, the case may, at the discretion of the Principal, be referred to the Board of Management.
12. Request a Letter of Confirmation of Positive Intent from Parents/Guardians.
13. Suspension.
14. Expulsion.

\*Depending on the gravity of the misdemeanour, steps can be superseded to ensure adequate action is taken.

- In cases where a pupil proves disruptive to the school learning environment due to special needs or behavioural condition where steps of School Policy are not being followed – there should be regular communication between Class Teacher, SNA, and Parents/Guardians so as to ensure the smooth running of individual and class groups for all pupils.
- A log of all cases of indiscipline or disruptive behaviour or actions will be kept by the Class Teacher or SNA.
- In cases where a pupil refuses to take instruction from the Class Teacher or SNA in a classroom or outside school setting – contact will be made with home so as to withdraw pupil from school to facilitate the teaching and learning for all pupils. Contact will be made by the Class Teacher, SNA or School Secretary.
- In cases where a pupil is deemed to be a Health & Safety risk for anyone in the school setting – contact will be made with home, to withdraw pupil so as to ensure the Health and safety of all in the School Environment. Contact will be made by the Class Teacher, SNA or School Secretary.

#### 4. General school rules:

- ❖ I will come to school when I am supposed to and be on time.
- ❖ I will stay in school until closing time unless I have a note signed by my parents or they have spoken directly to the school.
- ❖ I will treat everybody in the school with respect and courtesy.
- ❖ I will do my schoolwork and homework to the best of my ability.
- ❖ I will be honest to myself, my teachers and my fellow pupils.
- ❖ I understand that bullying is forbidden – I will not call names, hurt, threaten or ignore others.
- ❖ I will not engage in any behaviour that is hurtful (including bullying, harassment, discrimination or victimisation).
- ❖ I will respect the property of the school and of others and keep my desk, classroom and my school clean and tidy.
- ❖ I will walk quietly and behave properly in the school corridors and toilets.
- ❖ When the bell rings I will line up immediately and quietly in an orderly manner.
- ❖ I will wear the full school uniform as required (Trousers/Pinafore/Shirt & Tie, School Jumper with crest or PE Uniform on certain days).
- ❖ Children are expected to keep their persons and property neat and tidy.
- ❖ I will behave safely in the playground.
- ❖ If children playing football are being overly robust during games, staff on the yard will confiscate the ball.
- ❖ I will not use bad language.
- ❖ I will not use chewing gum.
- ❖ I understand the use of mobile phones is forbidden in school or during school related activities.
- ❖ I will follow these rules at all times in the school and on school related activities.
- ❖ Children must show respect to staff, fellow pupils and school visitors at all times. Rough play, bullying, jeering and foul or abusive language will not be tolerated.
- ❖ Children will show pride in their school by respecting school property and that of their school friends.
- ❖ Children must play only in the designated areas and may not leave the premises during school hours without permission.
- ❖ Children must be truthful and honest at all times in word and deed.

- ❖ Children will enter and leave the school in an orderly manner. Climbing trees, perimeter walls, etc., is not allowed.
- ❖ Children must be mindful of the safety of others both at work and play. Throwing any items, such as pencils, stones, etc., is strictly forbidden.
- ❖ In their own interest and that of their fellow pupils, children will pay attention in class, and try their best at homework at all times.
- ❖ Chewing gum is strictly prohibited.
- ❖ Pupils must walk on footpaths.
- ❖ There should be no more than three footballs/basketballs on the yard at any one time.
- ❖ The use of mobile phones by pupils in our school is not permitted.

## **5. Strategies for creating a positive attitude:**

1. A quiet word of approval.
2. A comment in a pupil's workbook or copybook.
3. Praise in front of class group.
4. A small prize to mark an achievement.
5. Merit marks / stickers / stars / Pupil of the Week Cert.
6. A mention of praise to parents, verbal or in written communication in the homework diary.
7. A mention of praise at the Whole School Assembly.

## **6. Awareness:**

- The children will be made aware of this Code of Discipline in the school. Parents / Guardians should also familiarise themselves with it and discuss it with their children.
- The Code of Discipline will be on display in the school reception area, will be on display on the school's webpage, and will be explained to parents at the New Infants Introduction Day in June.
- Certain areas of the Code of Discipline will be revisited and highlighted at whole school assembly.
- Each individual teacher will receive a Code of Discipline Policy.

## **7. Procedures:**

The degree of misdemeanour i.e., minor, serious or gross, will be determined by teachers and/or Principal based on the Guidelines outlined above and taking into account the gravity and/or frequency of such misdemeanours.

## **8. Classroom Management:**

Class Teacher using Class Rules is responsible for behaviour and discipline in individual classrooms. The Principal Teacher will support Class Teacher where necessary.

## **9. Yard/Break-time Supervision:**

Responsibility for enforcing school rules lie with three Staff Members on yard supervision duty on a particular day. Issues that arise on the yard will be dealt with accordingly by Staff Members on Yard Duty.

## **10. Incident/Accident Report Book:**

If a noteworthy Behaviour Issue takes place on the yard, it will be documented in the Incident Report Book by a member of staff on yard duty who was in closest proximity to the incident. The Incident Report Book is essential to keep track of school and pupil behaviour. Similarly, a detailed description of any noteworthy accident on the yard is to be documented in the Accident Report Book by a member of staff on yard duty.

## **11. Pupil Behaviour Log:**

Class Teachers will keep logs of instances of unwanted behaviour. Pupil Behaviour Logs are essential in the event that a parent has to be spoken to about their child's behaviour.

## **Communication of Policy:**

All incoming parents will be made aware of our school's Code of Discipline at the Junior Infant Introduction day every June.

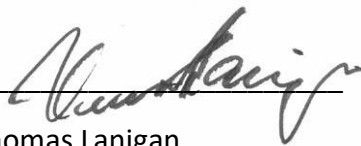
- Our school Code of Discipline is included at the start of each child's school diary.
- Our schools Code of Discipline is on our school website.
- Our School Code of Discipline is on display for all to access in the school hall/reception area.

- The school Code of Discipline is referred to at each School Assembly every 3 weeks.
- Each individual teacher receives a copy of our school's Code of Discipline.

**This Code of Discipline is under constant review and may be adapted as the need requires.**

This Code of Discipline was ratified at Board of Management Meeting on September 15<sup>th</sup> 2022

The code was reviewed at a Board of Management meeting on 26<sup>th</sup> September 2023

Signed:   
Thomas Lanigan  
Chairperson

Dated: 26<sup>th</sup> September, 2023