

Gaelscoil Choráin, Eochail.

Cód Iompair & Eolas Ghinearálta

Code of Conduct & Information

A Thuiste,

This leaflet has been prepared for you as a guide to bring you up to date on school regulations. These regulations have recently been reviewed/revised in consultation with the relevant school partners.

The purpose of these regulations is to create an atmosphere where the aims of the school may be achieved – most especially to nurture the total development of each pupil to his/her full potential in his/her physical and intellectual life and to give our pupils a worthy set of Christian values and attitudes.

The attitudes of parents generally have a vital influence on a child's progress at school whatever his/her actual ability - when the parents' attitudes towards school are positive then the children are much more likely to be successful at school. This is extremely important for parents because it gives them the opportunity of contributing directly to their children's progress.

As a school community there is an immense amount of interaction between pupils – teachers, pupils – parents, parents – teachers. Respect for ourselves and everyone with whom we interact within our school community is a cornerstone of a happy school - 'féin mheas' agus 'meas ar dhaoine eile' an bunchloch.

We would like to take this opportunity to thank all of you for your support and co-operation in the past and look forward to the same in the future.

Is sinne le meas,

Seán Ó Murchú
Príomhoide.

Dara Ní Dhomhnaill
Cathaoirleach,
Coiste na dTuistí.

Seán Ó Brosnacháin
Cathaoirleach an Bhóird
Bainistíochta.

Dáta: Eanáir 2015.

Polasaí Iompair/Behaviour Policy.

Ráiteas Mhisin/Mission Statement.

Gaelscoil Choráin is a co-educational primary school under the patronage of the Catholic Bishop of Cloyne. The curriculum is taught through the medium of Gaeilge and the appreciation of the gaelic cultural ethos is fostered through the provision of a comprehensive and compatible co-curricular programme. The school endeavours to promote values consistent with its Catholic ethos and in a manner respectful towards those of other faiths or none. Mutual respect, co-operation and goodwill between all members of the school community are fundamental to the functioning of a happy, safe and effective place of learning.....

Gaelscoilíocht go speisialta.....

Gaelscoil Choráin is a scoil lán-ghaelach.

It is central to the philosophy of the school that language and culture are promoted- teanga ghaelach, ceol ghaelach, cluichí ghaelacha agus rince ghaelach are the core elements of a gaelscoil. This is not to suggest that we are a mono-lingual school – Gaeilge, English, French at present lay the foundation for acquiring other languages at second-level education.

As a means of achieving multi-lingual ability, we give pride of place to the Irish language in the daily life of the school.

We must be vigilant in implementing this ethos and we welcome the full support of parents in bringing our objectives to fruition.

“An té a chuireann san Earrach, bainfidh siad san Fhómhar”.

We appreciate your co-operation to date, and look forward to your continued good will. Míle buíochas --- Merci-beaucoup --- Thank you ---Danke.

Cuma Pearsanta/Personal Presentation :

1. **Culaith scoile** : the **school uniform** is to be worn daily except on P.E. day – skirts to be worn at knee length. A lot of thought and research was involved in the school uniform i.e. ensuring colour coordination, crest, texture complement each other. Hence the supplies are locally based (Nevilles and Flavins). No deviations or alternative versions of the school uniform or tracksuit are allowed. We wish our childrens' uniform to be just that 'uniform'. Your co-operation is earnestly requested in this regard.
2. **Seodra** :girls are permitted to wear a single stud on the lower ear-lobe only – no other form of facial **jewellery** is allowed. Due to higher levels of physical interaction amongst boys, health and safety considerations prohibit the wearing of ear or any other form of facial jewellery by boys.
3. **Smidiú: Facial make-up** is considered neither age nor school appropriate and is therefore not permitted.
4. **Stíl Gruaige : Hairstyles** must be modest and age/school appropriate – the School Authorities will be the final arbiters of what is appropriate and acceptable.

Trealamh Theicneolaíochta/Technological Equipment :

Unless professionally recommended(hearing aids, personal laptop), **all forms** of **personal audio and/or visual recording equipment** are not allowed at school(examples might include nintendo DSI,i-Pods,mobile phones-*please be advised that this list is not exhaustive*).

Students carrying unauthorised technological equipment will be required to hand it up to the School Authorities for subsequent collection by a Parent/Guardian or designated other adult – a recorded entry in the school discipline record will also be incurred.

In the event of students travelling to matches, school tours or any activities held outside school hours the organising teacher will clarify the permitted arrangements in a written note to Parent(s)/Guardian(s).

Rialacha Scoile Ginearalta do Dhaltáí / **General School Rules for Students.**

1. School opens at **8.35a.m.** Assembly at **8.55am.** Classes begin at 9.00am. Rang 1 to rang VI assemble in the yard. Naíonáin should go to their classrooms as they come to school. Please note that children should not assemble outside the school or enter the school before 8.35a.m.
2. Educational time is valuable. In order to maximise/ensure that your child has as successful a school day as possible, punctuality is important. As your child adapts to the school day, and a daily school routine, parents are encouraged to leave their child's classroom when the bell rings in order that classes can begin. This will foster independence and confidence for your child, which is so important in your child's development.
3. Pupils will remain on the school premises during school hours. Casual visits to nearby shops are strictly forbidden and out of bounds.
4. A signed note from parents is required when a pupil needs to leave school, e.g. dental appointments, visit to the doctor, etc. The school office will facilitate the collection of the child from the classroom by a Parent/Guardian or designated adult person.
5. Bodily safety is of paramount importance in the schoolyard. Pupils are to avoid rough play during breaktime i.e. fighting, pulling, dragging, kicking, birthday bumps or throwing anything.
6. Pupils are expected to place all litter in the bins provided. Pupils may not walk around with glass bottles as serious accidents may occur. Milk cartons are available at school at a reduced cost. Healthy lunches only. No junk food or chewing gum.
7. Pupils are not to remain on the premises after school hours unless they are involved in an organised activity under the supervision of a staff member.
8. Bullying, physical or verbal, coming to school, at school or going home, will be regarded as a serious offence. Children are encouraged to relate such matters to their class teacher or teacher on yard duty the moment it occurs. "A stitch in time saves nine". In this regard, the attention of Parent(s)/Guardian(s) is drawn to Gaelscoil Choráin's anti-bullying policy.

Iompar insan Seomra Ranga/Classroom Behaviour:

In the classroom we must be aware of the right of every child to enjoy school. With this in mind it is important that disruptive behaviour be discouraged and that parents help the class teacher in identifying and eradicating same.

Behaviour, which is disruptive, could be defined as follows:

- I. Every child is expected to do the work set out for both class and homework. Repeated lack of effort on the part of the child is something which disrupts the smooth running and progress of the class.
- II. Refusal to follow simple instructions.
- III. Bullying of other children, either directly or by threat.
- IV. Use of foul or bad language.
- V. Aggressive or threatening behaviour (physical or verbal) towards fellow pupils or members of staff.
- VI. Destructive behaviour towards school property / environment.

It must be emphasised that a repetitive pattern of what might be classified as low-level misbehaviour is seriously undermining of the work of the class and the standards of the school and will be dealt with accordingly.

A LIST OF SCHOOL RULES IS ON DISPLAY IN EACH CLASSROOM SO THAT ALL PUPILS MAY KNOW WHAT THE RULES ARE.

Iompar sa Chlós/Playground Behaviour.

It must be remembered that where a large crowd of children are gathered together their safety is always of prime importance. This factor is paramount in drawing up the following guidelines:

- I. The teacher-in-charge must be obeyed at all times. She/He will call for attention from time to time by ringing the bell – this must be immediately obeyed by stopping whatever is going on and awaiting instructions.
- II. Children are expected to walk, indiscriminate running and stampeding is highly dangerous and forbidden.
- III. Games involving pulling, dragging or other activities liable to cause injury to others are not allowed under any circumstance.
- IV. At the beginning of yard time each class group walks to the yard. At the end of this period each class group lines up in its place and waits for their teacher to bring them back to class.
- V. On wet days the classes remain in their own rooms and behave in an orderly fashion. A love of reading is encouraged. Children are encouraged to join the local public library, and to bring their own books to school, especially during bad weather.

Cód Iompair – Próiseas Scoile/ Behaviour Code – School Procedure.

While the Board of Management respects the rights of each and every child in the school, it also must be aware of the rights of the children as a whole and at no time can it allow the rights of any individual supersede the rights of the majority of the children. The rights of Teachers and all School Staff to work in as stress-free a situation as can be provided must also be borne in mind. With this in mind the following procedure will apply :

1. A folder to be set up for each class for the purposes of recording routine misdemeanours (disruptive behaviour, no homework, lack of / incomplete / tatty uniform, poor attitude / lack of respect issues) as well as noting incidents of positive achievement / praise / affirmation. A separate sheet to be set aside for each pupil in the class as the need arises and a distinct student file section to be retained at the back of the folder where copies of all related correspondence and records of meetings will be retained.
This folder to be the responsibility of the classroom teacher for securing / administering.
2. Each behaviour entry to be numbered consecutively and a corresponding notice to Parent(s) / Guardian(s) to be completed by relevant staff member by issuing of a standard report card for signed return / filing.
Positive behaviour will also be recognised.
3. Three successive negative entries will require notification, by classroom teacher and on standard / posted letter, to Parent(s)/Guardian(s), the appropriate report card will be enclosed with the letter for signed returning / filing. At this point of the process, the classroom teacher will consult with the Special Education Co-ordinator and the Principal to explore any / all possibilities of causative / contributory factors to the difficulties presenting.
4. At the point of the sixth entry a meeting will be arranged (by classroom teacher and on standard / posted letter plus card) between the classroom teacher and the Parent(s)/Guardian(s). Teachers to enter paired agreements with a view to an additional supportive presence at such meetings should this be considered desirable / necessary – where this is not possible the Deputy Principal should be invited to attend.
5. At the point of the ninth entry a meeting will be arranged (by the Principal and on standard / posted letter plus card) between the Principal and the Parent(s)/Guardian(s) – the classroom teacher to attend this meeting.

In the earnest hope and expectation that Stages 1-5 outlined should amply and adequately deal with issues arising up to / including Fourth Class ,it is recommended that the process from here (Stage 6) onwards would be applicable to Fifth and Sixth Class students only and in exceptional circumstances.

6. At the point of the twelfth entry the Principal will present a report to the Board of Management which may decide to issue a **formal caution** along with **advices as to possible improvement strategies**.

7. Any further behaviour issues in the same school-year should be dealt at Board of Management level – the Board may recommend i) a **meeting between BOM, Student and Parent(s)/Guardian(s)** ; ii) a **behaviour contract** outlining / agreeing future expectations / conditions, iii) issuing of a **final warning** iv) the application of a significant **term of suspension** (6 days consecutive or more) – the Principal to have delegated authority from the BOM to apply shorter terms of suspension (max. of 3 days consecutive or 6 days cumulative in the same school-year) ; v) notification of an **intention to exclude**. In the context of an intention to suspend or exclude a pupil ,the rights and responsibilities of all parties would be verified, and ultimately vindicated, with due reference to Section 29 Education Act 1998, and the Education Welfare Act 2000.

Tábhachtach/Important :

In the implementation of the aforementioned stages, it must be emphasised that :

1. Broader **educational / pastoral considerations / inputs** must be brought to bear at all stages of the process –the importance of the Special Education / Pastoral collaboration as outlined / required at Stage 3 is particularly emphasised.
2. Additional / useful homework is recommended as the preferred deterrent strategy to avoid students entering the recorded discipline system,
3. **More serious misdemeanours** will be **fast-tracked** through the stages and dealt with at the level considered appropriate to the gravity of the incident(s) and most likely by the application of a term of suspension at a minimum,
4. All stages of the process be **implemented by all on a consistent and fair basis**, that **accurate records** of all communications and meetings with Parent(s)/Guardian(s) be retained in the student behaviour folder,
5. Any student action with a criminal intent / outcome to be referred by the School Authorities to An Garda Síochána,
6. The '**mol an óige agus tiocfaidh siad**' ethos should permeate all aspects of school life and this should be reflected in the hosting of Halloween, Christmas, Easter and Summer **commendation ceremonies** for both Junior and Senior school where exemplary behaviour / achievement would be regularly and richly affirmed.

Nota do Thuistí

- I. The forgoing rules should be explained to children by parents and teachers alike. They are intended to assist in the smooth running of the school and to help pupils, parents and teachers.
- II. Parents should make regular hair checks for lice as it is an occasional problem. If not treated properly, however, it can become a recurring problem. Information, re modern ‘nit’ kits, is available in the school.
- III. Parents are welcome to the school to discuss any school / home matters.
Kindly, make an appointment (tel:93547) if you wish to discuss an important matter with your child’s teacher. It is not feasible to have a conversation at the classroom door, whilst leaving the class unsupervised.
Send a note to your child’s teacher to arrange a mutually suitable time re meeting. You can correspond with your child’s teacher via homework notebook for minor concerns.
Mutual respect is required re school meetings between parents and teachers. We wish to foster this throughout the school population and request your co-operation.
- IV. Kindly ensure that your child gets to school on time. It is important to establish a proper routine at arrival and departure from school. It is important that your child is not left on their own outside the school at home-time, awaiting collection. Thanking you for your co-operation.
- V. Alert your child regarding road safety, especially:
 1. Exit of school building
 2. As one crosses Strand Street
 3. Crossing at South Abbey.

Parent(s)/Guardian(s) are advised that any complaints / grievances arising from the implementation of Gaelscoil Choráin’s Code of Behaviour will be processed in accordance with the requirements of Section 28 of the Education Act 1998 and as set out in the relevant agreements between the representative bodies of the various school partners [more details on www.cpsma.ie or from the school].

In the implementation of the behaviour code, it is incumbent on all adult members of the school community to engage at all times in a mutually-respectful, reasonable and professional manner – where evidence exists of a consistent or exceptional breach of this necessary spirit the Board of Management will be obliged to have the matter appropriately addressed in accordance with national guidelines.

