

Gaelcholáiste Cheatharlach Code of Behaviour

Introduction: This Code of Behaviour has been prepared in consultation with parents, students, staff, the Board of Management and Kilkenny/Carlow ETB. This policy has been prepared in accordance with the Guidelines produced by the National Education Welfare Board as per the Education Welfare Act 2000 Section 23.

Registration as a student at Gaelcholáiste Cheatharlach, shall imply acceptance of this Code of Behaviour by parents/guardians and by students. The code must be signed indicating the Code has been read and that its contents are acceptable, are agreed to and binding.

- **“Gaeilge”** is the language of communication in the school and all students must respect this rule. Our students are required to speak Irish at all times during school and associated events and to use it as the primary language and should display a positive attitude towards Irish. Students will use the Irish version of their name and surname unless alternative arrangements are made.
- Students are required to conduct themselves in a respectful, appropriate and orderly manner at all times in the school. Students must always be courteous and mannerly towards each other, all teachers, all school employees and school visitors. A positive, respectful and enjoyable atmosphere should be promoted in the school. We encourage the acceptance of everyone’s individuality and extend to everyone the opportunity to take part in all aspects of school life.
- Punctuality is required for school every morning, for all classes, for every appointment and games. To this end, be punctual and have all necessary equipment prepared before the beginning of class. Students should go to their lockers 3 times daily, at the beginning of the school day, at break and at lunch times. **Students with special needs will be accommodated regarding the issue of locker organisation.** If a student is late arriving for school, they must report to the office, sign the register and show a note explaining their lateness. **Three late stamps in any one term merits Friday afternoon detention. If tardiness persists, a meeting will be arranged with parents to discuss this issue.**
- All students must be always attired in full neat, clean uniform (school jumper, shirt, tie, skirt/trousers and brown or black school shoes). Official school P.E. uniform((grey sweatshirt with school crest, green t-shirt with school crest and black tracksuit bottoms - no leggings), must be worn during P.E. classes. The wearing of runners is confined to games only. The wearing of our school uniform promotes equality and a sense of identity and cohesion among the student body. Our uniform should be worn with pride and students must conduct themselves in an appropriate manner at all times when wearing their uniform. **Students in breach of this rule will warrant sanctions deemed appropriate by the management.**
- Out of respect and courtesy, and in order to maintain an uninterrupted learning environment all mobile phones and other electronic devices must be **switched off** , as opposed to silent mode, during school hours. All recording/listening/photographic devices are strictly banned. If a student is seen with any of these items, they are presumed to be in use and will be confiscated immediately. Confiscated mobile phones/items will only be returned directly to a parent/guardian. **Students in breach of this rule will warrant sanctions deemed appropriate by the management. N.B. It will be regarded as a serious breach of the Code of Behaviour if pictures or recordings of staff/students are made or/and disseminated without prior permission.**
- The wearing of jewellery is limited. Health and Safety regulations must be respected. Body pierced jewellery should only be worn in the ears and limited to one small discreet pair.
- Makeup is limited to senior students only and must be worn extremely discreetly.
- Students must respect all school property at all times and be prepared to cover the cost of any damage they cause to school property or equipment.
- To ensure the health and safety of all the school community, the following items are not permitted: Chewing gum, tobacco, electronic smoking devices, alcohol or abusive substances.(Refer to the Abuse of Substances Policy)
- Consumption of food and drink is strictly forbidden during class time in all classrooms and is confined to assigned areas during break and lunch times.
- Phone calls to parents during school hours must only be made through the school office. Use of mobile phones for such matters is strictly prohibited.
- Students must conduct themselves in a safe manner at all times – no cycling in school grounds and no loitering/obstructing school gate. Students must be conscious of traffic and conduct themselves in a safe manner.

- When students are absent, on returning to school they must furnish a written confirmation by parents of cause of absence. Please ensure student's name is clearly written. Students who wish to go home or to the local shop at lunch-time must, at the beginning of each school-year, submit one parental letter to the Principal.

****N.B.****

Students must remember that they represent their school at all times when in school uniform, on the way to or from school, during lunch time, on school tours or school business.

Role of Parents, and where Parents can get help should a problem arise.

Parents have a responsibility to support their children's school by encouraging their children to recognise the importance of education and learning and of the Irish language and culture.

Supporting the application of behaviour policies and system rewards and sanctions.

Insisting that their children pay proper respect for themselves to teachers, supporting staff and the environment.

Preparing their children for school, taking all responsible steps to ensure that children carry out all steps set out for them.

Checking the school journal and notes each week and signing notes from teachers if necessary.

Contacting the subject teacher or year head if you're worried about your child's progress.

Parents are always welcome in the school. They are an important part of our school community and they are always welcome in the school after making an appointment through the office. Parents/guardians will be kept informed each time the Code of Behaviour is breached through the following methods: notes in school journal, phone call home, letter home, text message home, parent/teacher meetings, individual meetings. If a parent wishes to meet with a teacher for any reason they must make an appointment through the office.

Strategies for promoting positive behaviour, progress and effort.

In implementing the Code of Behaviour, the promotion of positive work values should be borne in mind. This is encouraged in the following ways:

Verbal praise, an encouraging word or smile, writing an encouraging comment in the student's copy or journal, student affirmation at school assembly, awards evening ceremony, writing a favorable comment on the record of exam results.

Teachers and Management will endeavor to maintain a consistent and fair approach to supporting positive behaviour by:

Fostering mutually respectful relationships between students, parents/guardians and all staff in our school.

Rewarding positive behaviour and learning achievements/efforts and general progress.

Following and adopting clearly defined procedures/sanctions in an effective, fair and helpful manner.

Implementing appropriate teaching strategies and mixed methodologies to enable students to achieve their potential.

Supporting students through an effective pastoral care system and through the "Social, Personal and Health Education" programme.

N.B: This above list is not an exhaustive list.

Sanctions: Examples of sanctions that may be used in response to breaches of discipline:

When students are in breach of discipline, sanctions will be imposed which range from verbal reprimand, extra written work, temporary confiscation of property, reassignment of the class seating plan, assistance in the maintenance of the school environment, being placed on report, detention, parental notification, loss of privileges, written record of misbehaviour, in-house suspension to school exclusion.

Detention will be held after school or at a time considered appropriate by school management. Failure to report for detention is regarded as a serious breach of discipline.

Being placed on report: The student must present the report form to the teacher at the start of each class and the subject teacher completes the report form at the end of class. The form must be presented to the class tutor/management before going home each day. Parents/guardians must sign the report each evening.

In-house Suspension: Parents will be contacted by management and will be required to meet with the school authorities. The student will accompany a designated member of staff for the day and will complete assigned class work.

Suspension: parents will be contacted by management and will be required to meet with the school authorities. In certain circumstances of unacceptable behavior it is necessary for the student to be suspended or temporarily excluded from Gaelcholáiste Cheatharlach. (Please refer to Exclusion/Expulsion Policy).

Exclusion: In certain circumstances of unacceptable behaviour it is necessary in the best interests of the whole school community for the student to be suspended or excluded. In applying sanctions of suspension or exclusion Gaelcholáiste Cheatharlach will give due consideration to the rights and responsibilities underpinned in the Education Act 1998, The Welfare Act 2000, and the Principles of fairness and natural justice. Procedural fairness is a basic right of all individuals dealing with authorities. All communities have a legitimate expectation that schools will follow these principles in all circumstances, particularly when dealing with suspensions and exclusions.(Please refer to Exclusion/Expulsion Policy)

Síniú na dTuismitheoirí/Caomhnóirí:

Síniú an Dalta: _____

1. _____

Dáta: _____

2. _____

This Code of Behaviour has been approved by the Board of Management of Gaelcholáiste Cheatharlach on 31-05-17.