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## **CODE OF BEHAVIOUR LAVALLY N.S**

The aims of the Code of Behaviour of Lavalley N.S are:

- To provide guidance for pupils, teachers and parents on behavioural expectations.
- To provide for the effective and safe operation of the school.
- To develop pupils' self-esteem and to promote positive behaviour.
- To foster the development of a sense of responsibility and self-discipline in pupils based on respect, consideration and tolerance of others.
- To facilitate the education and development of every child.
- To foster caring attitudes to one another and to the environment.
- To enable teachers to teach without disruption.

### **Implementation**

Every member of the school community has a role to play in the implementation of the Code of Behaviour. Rules will be kept to a minimum, positive behavior will be emphasised and rules will be applied in a fair and consistent manner, with due regard to the age of the pupils and to individual difference. Good behaviour will be encouraged and rewarded. Where difficulties arise, parents will be contacted at an early stage.

### **General Guidelines for Positive Behaviour**

1. Pupils are expected to treat all adults and fellow pupils with respect and courtesy at all times. Behaviour that interferes with the rights of others to learn and to feel safe is unacceptable
2. Pupils are expected to show respect for all school property and to keep the school environment clean and litter free.
3. Pupils are expected to take pride in their appearance, to have all books and required materials and to be in the right place at the right time.
4. Pupils are expected to obey a teacher's instructions, to work to the best of their ability and to present assignments neatly.
5. Pupils are expected to attend every day unless there is a genuine reason for absence, in which case the school must be informed in writing or by telephone, stating the reason for absence.

## **Bullying**

Bullying is repeated verbal, psychological or physical aggression by an individual or group against others. The most common forms of bullying are aggressive physical contact, name-calling, intimidation, extortion, isolation and taunting. Bullying will not be tolerated and parents will be expected to co-operate with the school at all times in dealing with instances of bullying in accordance with the school's Anti-Bullying Policy.

## **Affirming Positive Behaviour**

Positive reinforcement of good behaviour leads to better self-discipline and we place a greater emphasis on rewards and incentives than on sanctions.

## **Strategies/Incentives**

- A quiet word or gesture to show approval.
- A comment on a child's exercise book.
- A visit to another class or Principal for commendation.
- Praise in front of class group.
- Individual class merit awards, points awards or award stamps.
- Delegating some special responsibility or privilege.
- Written or verbal communication with parent.

## **Discouraging Misbehaviour**

The purpose of sanctions and other strategies is to promote positive and discourage misbehaviour. Sanctions will be applied according to the gravity of the misbehaviour, with due regard to age and emotional development. These may include

- Reasoning with pupil.
- Verbal reprimand including advice on how to improve.
- Temporary separation from peers within class and/or temporary removal to another class.
- Prescribing extra work.
- Loss of privileges.
- Detention during break.
- Communication with parents.
- Referral to Principal.
- Principal communicating with parents.
- Exclusion (Suspension or Expulsion) from school (in accordance with Rule 130 of the Rules for National Schools as amended by circular and Education Welfare Act 2000).

Pupils will not be deprived of engagement in a Curricular Area, except on the grounds of health/safety

## **Suspension/Expulsion**

Before serious sanctions such as detention, suspension or expulsion are used, the normal channels of communication between school and parents will be utilised. Communication with

parents may be verbal or by letter depending on the circumstances.

For gross misbehaviour or repeated instances of serious misbehaviour suspension may be considered. Parents concerned will be invited to come to the school to discuss their child's case. Aggressive, threatening or violent behaviour towards a teacher or pupil will be regarded as serious or gross misbehaviour.

Where there are repeated instances of serious misbehaviour, the Chairperson of the Board of Management will be informed and the parents will be requested in writing to attend at the school to meet the Chairperson and the principal. If the parents do not give an undertaking that the pupil will behave in an acceptable manner in the future the pupil may be suspended for a period. Prior to suspension, where possible, the Principal may review the case in consultation with teachers and other members of the school community involved, with due regard to records of previous misbehaviours, their pattern and context, sanctions and other interventions used and their outcomes and any relevant medical information. Suspension will be in accordance with the Rules for National Schools and the Education Welfare Act 2000(Rule 130)

In the case of gross misbehaviour, where it is necessary to ensure that order and discipline are maintained and to secure the safety of the pupils, the Board may authorise the Chairperson or Principal to sanction an immediate suspension for a period not exceeding three school days, pending a discussion of the matter with the parents.

Expulsion may be considered in an extreme case, in accordance with the Rule for National Schools and the Education Welfare Act 2000. Before suspending or expelling a pupil, the Board shall notify the Local Welfare Education Officer in writing in accordance with Section 24 of the Education Welfare Act.

### **Removal of Suspension (Reinstatement)**

Following or during a period of suspension, the parent/s may apply to have the pupil reinstated to the school. The parent/s must give a satisfactory undertaking that a suspended pupil will behave in accordance with the school code and the Principal must be satisfied that the pupil's reinstatement will not constitute a risk to the pupil's own safety or that of the other pupils or staff. The Principal will facilitate the preparation of a behaviour plan for the pupil if required and will re-admit the pupil formally to the class.

### **School Rules**

School rules are kept to a minimum and are devised with regard for the health, safety and welfare of all members of the school community. If a school is to function efficiently, it is necessary that rules and regulations are clearly stated and enforced consistently and fairly.

### **Before/After School**

Parents are reminded that the staff of the school does not accept responsibility for pupils before official opening time of 8.50 a.m. or after the official closing time of 1.50 p.m. (infants)

2.50p.m. (other classes) except where pupils are engaged in an extra-curricular activity organised by the school and approved by the Board of Management. Pupils involved in such

activities are expected to behave in accordance with school behaviour policy during these times.

### **Board of Management's Responsibilities**

- Provide a comfortable, safe environment.
- Support the Principal and staff in implementing the Code of Behaviour.
- Ratify the Code of Behaviour.

### **Principal's Responsibilities**

- Promote a positive climate in the school.
- Ensure that the Code of Behaviour is implemented in a fair and consistent manner.
- Arrange for review of the Code, as required.

### **Teachers' Responsibilities**

- Support and implement the school's Code of Behaviour.
- Create a safe working environment for each pupil.
- Recognise and affirm good work.
- Prepare school work and correct work done by pupils.
- Recognise and provide for individual talents and differences among pupils.
- Be courteous, consistent and fair.
- Keep opportunities for disruptive behaviour to a minimum.
- Deal appropriately with misbehaviour.
- Keep a record of instances of serious misbehaviour or repeated instances of misbehaviour.
- Provide support for colleagues.
- Communicate with parents when necessary and provide reports on matters of mutual concern.

### **Pupils' Responsibilities**

- Attend school regularly and punctually.
- Listen to their teachers and act on instructions/advice.
- Show respect for all members of the school community.
- Respect all school property and the property of other pupils.
- Avoid behaving in any way which would endanger others.
- Avoid all nasty remarks, swearing and name-calling.
- Include other pupils in games and activities.
- Bring correct materials/books to school.
- Follow school and class rules.

### **Parents/Guardians' Responsibilities**

Encourage children to have a sense of respect for themselves and for property.

- Ensure that children attend regularly and punctually.
- Be interested in, support and encourage their children's school work.
- Be familiar with the code of behaviour and support its implementation.
- Co-operate with teachers in instances where their child's behaviour is causing difficulties for others.

- Communicate with the school in relation to any problems which may affect child's progress/behaviour.

### **Admitting Visitors/Parents to the school.**

Parents who wish to have a consultation with the Class Teacher or Principal should be encouraged to make a prior appointment with the relevant teacher. In urgent cases where a pre-arranged appointment is not appropriate parents should be encouraged to report in the first instance to the school secretary or principal. The practice of parents approaching and attempting to gain access directly during school opening hours should be discouraged. Specifically access to teachers should be on an appointment only basis where the circumstances of the meeting are likely to provoke confrontation.

### **Steps to be followed in the event of an assault**

- Incident immediately reported to the principal /other colleague
- Details of incident recorded
- Situations in which members have been intimidated or threatened with physical violence should also be recorded.
- Where necessary immediate medical assistance should be sought.
- The matter should be reported to the Gardaí where appropriate. This report would normally be made by the teacher who was assaulted.
- The BOM should be notified of the incident and where necessary an emergency meeting of the Board should take place. The Board should advise its legal advisers of this assault. The Boards insurance company should also be notified.
- Where the assault is by a pupil the matter should be dealt with in accordance with the schools Code of Discipline and as provided for in Rule 130 (5) in Rules for National Schools.
- Repeatedly aggressive pupils should be referred,with the consent of parents for psychological assessment in order to access the pupils social and emotional needs and to determine how these can be best met.
- Where the assault is committed by a parent or guardian the parent or guardian should be immediately instructed in writing not to make direct contact with a teacher/school pending full consideration of the matter by the Board. Subsequently the Board should correspond with the parent/guardian stating
  1. That the Board considers the assault unacceptable
  2. What action the Board intends to take outlining what pre conditions should be met before access to the school is restored

### **Review**

This policy was reviewed by the Principal, Deputy Principal and AP2 Post Holder during the school year 2019-2020.

Signed

(Chairperson)

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## **Appendix 1**

### **Classroom Rules**

- Instructions given by teacher must be obeyed. (Do what teacher says.)
- Pupils should work to the best of their ability and present exercises neatly. (Work hard.)
- Pupils must stay seated in their places unless told otherwise. This is particularly important when teacher is called from the room. (Sit in your place.)
- Pupils should keep unhelpful hands, feet, objects and comments to themselves. (Don't interrupt the teacher or interfere with other pupils or their property.)

### **Rules around the School**

- Pupils must walk quietly in corridors, going to and from yard, hall, church etc.
- Pupils must follow instructions by the teacher on yard duty, stay in designated area, and may leave the yard only with a teacher's permission
- Pupils must play safely at all times. Anti-social, dangerous or hurtful behaviour is forbidden, (e.g. wrestling, headlocks, jockey backs, bullying, intimidation, teasing, jeering, fighting, spitting, kicking, charging in groups, bad language, exclusion).
- Pupils should walk to gates at going home time.

### **Special arrangements for Covid -19**

- Class bubbles are assigned separate entrance/exit points to the school.
- Class bubbles are assigned separate play areas.
- No mixing of class bubbles.
- School staff wear a face covering where a distance of 2 m between teacher and pupil cannot be maintained.
- Children follow proper hand sanitization, coughing and sneezing etiquette at all times.