



## St Mogue's College

### Code of Positive Behaviour

**Scope of Policy:** This code applies to students of St. Mogue's College and to all school activities both during and outside normal hours. This policy has been drawn up as an interim policy and will be reviewed in consultations with all school partners. This policy is in line with National Educational Welfare Board guidelines.

#### **Relationship to the school's mission, vision and aims:**

This policy has been developed with the school's mission statement and the welfare of the student at its core. The school strives to provide a safe secure learning environment for the development of all our students.

#### **Objectives**

Our Code of Behaviour aims to:

- Create a positive safe environment for teaching and learning
- Build positive relationships of respect, courtesy, and responsibility
- Encourage students to take personal responsibility for their learning and their behaviour
- Have effective procedures which allow for the day to day running of the school
- Help students mature into responsible and participating citizens
- Ensure understanding by parents, students, staff and management of the Code of Behaviour and reasons for it
- Outline interventions to be used when a student repeatedly refuses to follow the code of positive behaviour.

#### **Parents/Guardians**

The school acknowledges the role of parents/guardians in the development and operation of the Code of Behaviour and expects them to support and encourage their son(s)/daughter(s) to uphold it.

## **Teachers**

Developing and maintaining good relationships between teachers and students is a powerful influence on the behaviour in the school. The code fosters relationships of trust. The school recognises that the teacher's focus is the area of teaching and learning, but teachers also play a central role in the wellbeing and behaviour of students in the college.

## **Other Staff**

The school acknowledges the contribution of ancillary staff in the daily running of the school. They assist in reporting incidents of negative behaviour and examples of positive behaviour they witness.

## **Board of Management**

All policies are developed with the authority of the Board of Management and must be approved by its members and formally ratified by CMETB before becoming official school policy.

## **School Rules**

School rules apply whenever you are wearing the school uniform, when representing the school or when you are engaged in any school activity. School rules describe how to behave in order to learn well and develop. They are there to safeguard students' right to learn and teachers' right to teach in a caring, safe, and respectful environment.

## **As a student at St.Mogue's College, you are expected to:**

### **1. Respect yourself**

- If I respect myself, I will show respect to other people.

### **2. Respect the authority of all staff**

- Follow instructions immediately
- Speak in an appropriate and respectful manner

### **3. Respect other students**

- Use appropriate language
- Be courteous and polite

### **4. Work and play in a safe responsible manner**

- Follow classroom and school rules

### **5. Respect property**

- Use school equipment and materials properly
- Treat other students' possessions with respect

## **6. Display a positive attitude**

- Attend school on time
- Attend each class on time
- Have your journal, copy, correct book and equipment for each class
- Follow the guidelines for classroom behaviour
- Follow the guidelines for homework
- Wear the complete school uniform
- When absent provide your Year Tutor with an explanation on the appropriate form on the first day of your return

## **Unacceptable behaviour**

1. Defiance of authority or deliberate disruption
2. Harassment or intimidation of students or staff
3. Fighting – verbal or physical threat or action against another person
4. Theft
5. Vandalism – deliberate destruction of or damage to property
6. Foul language – offensive or coarse language
7. Mithing
8. Use of mobile phones
9. Connection to any network not approved by the school
10. Eating or drinking in class
11. Chewing gum
12. Littering
13. Smoking/drinking alcohol/use of illegal substances in school, on school grounds, while in school uniform , on school trips
14. **Anti-social behaviour during and outside school hours which contravenes the ethos of the school.**

## **Attendance and Punctuality**

Students present to their first class at 9.00am with all class materials

Attendance is carried out each morning in first class and recorded on VShare

Any student who has been absent from school must have a note in their school journal explaining the absence and signed by parent/guardian

If a student is absent for a total of 20 days the school is legally obliged to notify the Education Welfare Board

The school cannot approve of students being withdrawn for holidays or for other non-medical reasons

The safety and welfare of our students is paramount and any unauthorized absence from school is considered a breach of school discipline.

Parent/Guardian will be notified, and sanctions will apply.

Rewards and certification will be issued for students with perfect attendance each term

## **School Uniform**

- School uniform is compulsory, and PE Uniform is compulsory on timetabled day of PE
- Students must wear correct black footwear. Trainers/runners are not permitted
- There may be occasions when directed by the school not to wear the uniform
- Smoking and vaping is forbidden anytime you are wearing the school uniform, when representing the school or during school time
- **Facial piercings are forbidden.** Students may wear discrete studded earrings.
- Excessive make-up is not allowed
- **Hair must be of a solid natural colour. Any variation in colour (e.g., green, blue, pink, etc.) is strictly forbidden and will be subject to sanction**

## **School Trips/Games/Activities**

Students may take many trips during the school term as part of the co-curricular and extra-curricular activities of the college. Students must conduct themselves in accordance with the school's Code of Behaviour. All instructions issued by teachers/instructors/organisers must be followed.

Students are required to be punctual for PE class and wear their PE uniform for games and activities both home and away.

## **Mobile Phones**

For Health and safety reasons the use of mobile phones is always banned within the school grounds and buildings. Students who need to bring their mobile phone will be required to hand it up in the first period of school each day. The phone will be returned in the last period or may be collected from the school office if a student must leave school early.

If a student is found using a mobile phone, a parent/guardian must collect the phone after school hours.

Where a student is seen by a member of staff using a phone but refuses to hand it over, an investigation will take place and pending the outcome of the investigation, the student may receive an automatic suspension. The school accepts no responsibility for the loss or theft of a mobile phone.

## **Preventative Measures**

Students in St. Mogue's College will be encouraged to uphold the school Code of Behaviour.

The Code will be published on the school website and a summarized version will be available in the Student Journal. Students and Parents are asked to read the Code and sign it. Class tutors will check Journals in Tutor Class.

Aspects of the Code will be explained at Parents evenings. Parent(s) are encouraged to meet with tutor and year head at parent-teacher evenings.

At the start of the year the code of behaviour is explained to all students.

We recognise that effective Teaching and Learning are closely linked with good behaviour. School rules and the reasons for them are discussed and explained in SPHE classes.

Issues such as Bullying, Racism, Sexual Harassment, Violence, Substance Misuse are discussed with students during their time in St. Mogue's College.

The school's Anti-Bullying policy will be published on the schools' website and a summarized version is published in the Student Journal. This sets out actions taken in relation to alleged breaches of the policy.

### **Students with Additional Educational Needs**

Subject teachers, resource teachers and special needs assistants will check that standards and rules are communicated in a way that students understand.

### **Rewards**

Our school uses the following methods of rewarding students for upholding the Code of Behaviour:

- Verbal praise
- Display of work
- Note or phone call to parent(s)
- Positive note in journal
- Rewards system on VSWare
- Prize giving and certification
- Activity/treat/trip
- Highlight of achievement on school website, social media page or newspaper

### **Strategies and Sanctions**

The purpose of these strategies and sanctions is to bring about a change in behaviour.

- A reminder or caution to the student
- Interview or talk to the student outlining the expected behaviour

- Alter seating arrangement or move the student
- Carrying out a useful task in school
- Extra appropriate work assigned
- Student to present to the teacher before school or at break/lunch with work complete or an apology
- Note in student journal
- Note and/or points on VShare
- A fine to cover cost or repair or replacement
- Removal of privilege
- Consultation with class tutor
- Telephone call to parents
- Removal of student from scene of incident

Strategies and sanctions for more serious incidents or for consistent breach of code of behaviour may include some or all, of the following:

- Written work
- Withdrawal from class
- Lunchtime detention
- Weekly report
- Telephone call home
- Formal letter home
- Behaviour contract between student, school, and parent
- Referral to Tutor/Year Head/Deputy Principal/Principal
- Meeting with Parent(s)/Guardian(s)
- Suspension from school (see CMETB Suspension and Expulsion Policy)
- Expulsion from school (see CMETB Suspension and Expulsion Policy)

### **Procedures in the event of consistent breaches of the Code of Behaviour**

- Detention/withdrawal of privileges/withdrawal from class/weekly report
- If a student is not wearing the correct uniform a note is required from parent/guardian
- Jackets/coats/hoodies are not permitted in class (exception school jacket. Students will be asked to remove such items.

- Students found using or in possession of mobile phone during the school day after first period will be asked to surrender it until a parent or guardian is available to collect.
- All incidents of indiscipline are recorded in the school's discipline electronic system
- The school reserves the right to withdraw a student from an extra-curricular activity or from any other privilege of the school's choice if a student is in breach of school rules or regulations.
- **There may be cases of indiscipline that will require the principal to act independently of the above procedures in order to maintain the safety of students and staff.**

The code of behaviour is monitored on a regular basis. It is posted on the school website. A shortened version is available in the school diary.

This policy was reviewed and adopted by the Board of Management of St. Mogue's College at a meeting of the Board on 17<sup>th</sup> February 2022 and remains under review.