



# KILGLASS

## NATIONAL SCHOOL

### **CODE OF DISCIPLINE AND BEHAVIOUR**

1. We aim for kindness and reason not harshness and severity. If a pupil misbehaves it is the behaviour, not the child, which is unacceptable.
2. Parents will be informed. The school will provide a welcoming atmosphere towards parents and parents will be informed, not just of misbehaviour, but also when children have behaved particularly well.
3. Good behaviour will be affirmed and praiseworthy incidents highlighted.
4. If suspension/expulsion have to be implemented, the procedures as in the Department of Education 7/88 and 20/90 will be followed.

### **GENERAL**

Pupils are expected to show courtesy for others. They are expected to behave in a dignified manner on their way to and from school. In addition to the rules laid out on the previous page each classroom has a set of rules which **must** be observed during class.

Sanctions: For breaches of discipline one of the following may be implemented.

- Reasoning with pupil
- Reprimand (including advice on how to improve)
- Separation from class for a period of time
- Loss of privileges
- Detention during break
- Additional work
- Referral to principal
- Note to parents
- Suspension

It is very important to point out that suspension would only be considered as a last resort and for extremely serious misconduct and would not be implemented without consulting the parents involved, and would be implemented under the Rules for National Schools.

### **BREACH OF RULES**

Minor once off breaches of the rules will be dealt with by the class teacher (as above), for more serious/repeated breaches the procedure outlined below will be followed

**STEP 1:** the class teacher will make contact with the child's parents/guardians in an effort to resolve the issue

**STEP 2:** If the problem is not resolved as step 1, the child and parents will be invited in writing to meet with the teacher and principal/deputy principal and an undertaking sought that the rules will be observed.

**STEP 3:** Should the issue remain unresolved the matter will be referred to the Board of Management. The Board will formally invite the child and parents to a meeting where an undertaking will again be sought that the rules be observed.

**STEP 4:** Should such an undertaking not be given, or complied with, the Board of Management may authorize the implementation of sanctions including temporary suspension of a pupil in accordance with the terms of rule 130 of the Rules for National Schools.

**STEP 5:** In extreme cases the Board of Management may impose further periods of suspension or expulsion in accordance with the Terms of Rule 130 (5&6) of the Rules for National Schools.

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Jarlath Brennan  
Principal



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### **SCHOOL RULES** **(UPDATED VERSION MARCH 2007)**

1. Pupils should be in attendance at 9.30a.m.  
School day for infants ends at 2.00p.m., for all other classes it finishes at 3.10p.m.  
Kilglass National School **will not** accept responsibility for supervision of pupils arriving before 9.20a.m. or for those remaining on school property after 3.20p.m.
2. Pupils must at all times follow the instructions of members of Staff
3. Pupils are not allowed to leave the school grounds during school hours without prior permission of a staff member.
4. Pupils are allowed to have their lunch in a classroom. They are expected to leave the classroom in a tidy state.
5. If a pupil or pupils deliberately or through careless horseplay breaks a window or damages any item of school property he/she must bear the cost of repairing it.
6. A very serious view will be taken on stealing
7. A very serious view will be taken on bullying.
8. All pupils are expected to do homework. If a pupil provides a note signed by a parent excusing him/her on a particular night it will be accepted.
9. Aggressive, threatening or violent behaviour will be regarded as a breach of school rules.
10. Polite language is expected from all pupils.
11. Due to our confined space in the yard pupils are expected to ensure that they don't bump into or knock down others
12. In the interest of safety mock fighting is discouraged.
13. Older children are encouraged to look after and care for younger children.
14. Pupils are expected to walk within school building
15. If a pupil is absent the school must be furnished with a written explanation signed and dated by parent/guardian.
16. Pupils are expected to wear school uniform at all times. This consists of a Navy top, navy bottoms and a light blue polo shirt. Crested tops are available from Timlin's Drapery and Paul Bourke c/o Toymaster. Plain navy tops are acceptable as a back up and can be purchased at any chain store. Shoes: flat shoes must be worn
17. In the interest of Health and Safety the only jewellery items allowable are small stud earrings and cloth bracelets
18. As part of Healthy Eating Policy, fizzy drinks, chocolate bars and crisps are not allowed in children's lunches. Children may bring in one treat as part of their lunch on Friday only.
19. Pupils are not permitted to bring mobile phones to school.

**Please see reverse side for Code of Discipline & Behaviour and any breaches of the rules.**



# KILGLASS

## NATIONAL SCHOOL

BALLYGLASS, ENNISCURONE, CO.SLIGO

ROLL NO:15571E PHONE:096 36688 EMAIL: [kilglassns@gmail.com](mailto:kilglassns@gmail.com)  
[kilglassns.ie](http://kilglassns.ie)

Dear Parents/Guardians

Enclosed are Kilglass National School **Code of Discipline and Behaviour** and **School Rules**.

You are requested to read and retain these copies for your own files.

We request parents/guardians to sign this form below acknowledging acceptance of this Code of Discipline and Behaviour and School Rules.

**I can confirm that I agree and will abide with the rules of Kilglass National School.**

\_\_\_\_\_  
Parent/ Guardian 1.

\_\_\_\_\_  
Parent/ Guardian 2.

Please print Child/ Children name: \_\_\_\_\_

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\_\_\_\_\_

Kilglass National School is looking for permission to include your child/children in our picture policy. The pictures taken will only be used for school related activities, these may include Holy Communion, School Newsletter, 6<sup>th</sup> class leaving, etc.

If you are happy for your child/children to have their picture taken for the above can you please sign the section below.

**I give permission for my child to be included in Kilglass National School picture policy.**

\_\_\_\_\_  
Parent/ Guardian 1.

\_\_\_\_\_  
Parent/ Guardian 2.

**OR**

**I do not give permission for my child to be included in Kilglass National School picture policy.**

\_\_\_\_\_  
Parent /Guardian 1.

\_\_\_\_\_  
Parent/ Guardian 2.

**PLEASE SIGN AND RETURN THIS PAGE ONLY TO SCHOOL.**