

# BOYNE COMMUNITY SCHOOL

## CODE OF BEHAVIOUR POLICY

The Code of Behaviour for Boyne Community School has been designed to support our school motto Meas, Mórtas, Muintearas (Respect, Pride, Belonging) and thereby enable each student to reach his/her full potential in a respectful, safe, inclusive environment.

The rules contained in the Code seek to encourage and foster in students:

- Respect for all members of the school community
- A sense of pride in themselves and their school
- A sense of responsibility for their actions and their learning

We aim to provide, by these means, an environment which is conducive to the well-being of all the members of Boyne Community School and to effective teaching and learning in the classroom.

### **ALL STUDENTS OF BOYNE COMMUNITY SCHOOL ARE EXPECTED TO BE IN ATTENDANCE EVERY DAY AND ARRIVE ON TIME PRIOR TO THE COMMENCEMENT OF CLASSES**

#### **This Means**

- That you are expected to come to school each day it is open unless it is absolutely unavoidable. If you are absent, your parents/guardians should contact the school before 10.00am on the day in question. You must also have a note in your journal explaining your absence. After 10.00am your parents/guardians will be contacted to ascertain the reason for your absence
- Students will only be allowed to leave the school premises if a parent/ guardian signs them out in the school office
- If you are late report to the Attendance Officer

#### **Because**

- Time missed is hard to make up
- The school is entitled by Law to an explanation and the onus is on parents/guardians to provide this explanation
- The school is responsible for all students during the day

### **ALL STUDENTS OF BOYNE COMMUNITY SCHOOL ARE EXPECTED TO WEAR FULL SCHOOL UNIFORM**

#### **This Means**

- The school expects high standards with regards to dress and appearance. When you wear the full uniform, you are an ambassador for your school in the community.

- Students are expected to wear full uniform at all times. This is to include occasions when students are off the school premises but are still present as representatives of the school.
- The uniform consists of grey school trousers/school skirt, black shoes, grey school shirt or school t-shirt with school crest, school jumper and school jacket with school crest.
- Jackets are for outdoor use only.
- Students may wear a watch and one stud earring per ear

#### **Because**

- This is the uniform agreed by parents, students and school authorities.
- For safety reasons no other jewellery may be worn

### **ALL STUDENTS OF BOYNE COMMUNITY SCHOOL ARE EXPECTED TO HAVE RESPECT FOR TEACHERS AND STAFF OF THIS SCHOOL**

#### **This Means**

- Being respectful to your teachers both inside and outside the classroom
- Obeying and carrying out the instructions of the school without causing disruption

#### **Because**

- It is essential that the educational process within the class is allowed to develop and progress in a harmonious fashion.

### **ALL STUDENTS OF BOYNE COMMUNITY SCHOOL ARE EXPECTED TO COME IN PROPERLY PREPARED FOR ALL CLASSES**

#### **This Means**

- That you have all classroom materials, equipment and homework.
- That you bring any special equipment needed, e.g.: PE gear, drawing equipment etc.

#### **Because**

- It is impossible to participate fully in class without them.
- It causes disruption to the teaching process and educational atmosphere if you are not fully prepared.

### **ALL STUDENTS OF BOYNE COMMUNITY SCHOOL ARE EXPECTED TO BE RESPECTFUL AND HAVE CONSIDERATION FOR OTHER STUDENTS**

#### **This Means**

- Being respectful and treating others with good manners.
- Not picking on, or bullying others but looking out for each other.
- Not fighting, either within or outside the school environs.
- That you do not push or shove your way around but walk.
- That you respect other people's property.

#### **Because**

- We wish to provide a safe environment for everybody.

**ALL STUDENTS OF BOYNE COMMUNITY SCHOOL ARE EXPECTED TO COMPLETE HOMEWORK SET TO THE BEST OF THEIR ABILITIES**

This means

- Complete all set homework to a high standard before the deadline.
- Organise all homework and gather homework even when absent (all students are provided with an email address to help with this)

Because

- Homework is an important part of school work to help all students achieve their potential

**ALL STUDENTS OF BOYNE COMMUNITY SCHOOL ARE EXPECTED TO TREAT THE SCHOOL BUILDINGS, FURNITURE, EQUIPMENT, AND GROUNDS WITH THE UTMOST CARE AND RESPECT**

**This Means**

- That you do not destroy or deface any part of the structure of the school
- That you do not break or damage any of the school's property
- That you do not litter or dirty any of the school's classrooms, corridors, general areas or grounds

Because

- The standard of cleanliness of the school reflects on all of the occupants of the school, both staff and students
- It is important for each individual to protect the school environment and to make sure that it remains a clean, healthy and safe place in which to work and study

**IN ACCORDANCE WITH THE LAW, IT IS FORBIDDEN TO SMOKE [INCLUDING E-CIGARETTES], DRINK ALCOHOL, USE ILLICIT SUBSTANCES / DRUGS, OR BE IN POSSESSION OF VOLATILE PRODUCTS OR DANGEROUS IMPLEMENTS IN BOYNE COMMUNITY SCHOOL**

Because

- It is against the Law

**CHEWING GUM IS NOT ALLOWED IN BOYNE COMMUNITY SCHOOL**

Because

- It is unhygienic and destroys carpets, clothes, furniture etc.

**THE USE OF MOBILE PHONES AND OTHER ELECTRONIC DEVICES IS FORBIDDEN ON SCHOOL PROPERTY**

**This Means:**

- Where students bring a mobile phone or other electronic devices to school it must be switched off while on the school premises unless otherwise directed by

teachers. Teachers may encourage the appropriate use of mobile phone or other electronic devices in pursuit of learning, in classrooms and other learning settings.

- If a student is using a mobile phone or other electronic device without permission on the school premises for any reason, the phone/device will be confiscated for a period of 72 hours/3days. The phone must be collected from the Principal by a parent/guardian.
- A pupil bringing a mobile phone/device to school is responsible for its care and usage at all times.
- The school cannot accept responsibility for damage or loss of any device.

#### **Because:**

- Mobile phones/devices can be a cause of difficulty in schools when if they are used in 'cyber bullying', where students/teachers are photographed against their will, where some recordings/video recordings are made against the will of those featured etc.
- Mobile phones/devices can be a major distraction to students in the classroom or on the corridor.
- They are a threat to privacy in bathrooms or changing rooms
- They can cause isolation rather than interaction and integration of students
- The full policy on the use of mobile phones/devices can be accessed from the school office.

**In Boyne Community School the Journal is used for communications between school & home. It must be kept graffiti-free & signed weekly by Parents/ Guardians. Loss of the School Journal will incur a replacement fee.**

**In Boyne Community School access to lockers is only permitted at the following times: before school, at break time, lunchtime & after school.**

#### **I.C.T. POLICY**

It is obligatory for all students to abide by the rules and regulations of the school's ICT Acceptable Usage Policy.

#### **Privacy**

Circulating, publishing or distributing (including on the internet) material associated with school activities, including but not limited to, material in relation to staff and students, where such circulation undermines, humiliates or causes damage to another person is considered a breach of school discipline and may result in disciplinary action.

Sexting is the sharing of sexual text, video and photographic content using mobile phones, apps, social networking services, and other internet technologies. The sharing of explicit text/images/video is unacceptable and absolutely prohibited behaviour and will have serious consequences and sanctions for those involved in accordance with the school's Code of Behaviour.

Please note that

- All incidents involving creating, storing, or sharing explicit text, images and/or video of children under the age of 17 years will be reported as an incident to the Gardaí, Túsla and the State Claims Agency (to the latter as there is potential to cause injury or harm to the individual).
- Sharing of explicit text, images, and/or videos of pupils in the school will incur serious sanctions including suspension and up to expulsion as determined by the Board of Management.
- This list should not be regarded as exhaustive and the mere fact that a particular matter is not specified in this code will not exonerate a student from blame should there be an infringement of another person's rights. Actions, which impede the work for the school or damage the spirit of trust, respect and co-operation, which we seek to create, are subject to sanctions as the need arises.
- At all times the school reserves the right to question any student in relation to any incident. It also reserves the right to view & confiscate if necessary, the contents of a student's locker, bags, &/or to view any items carried by students on their person. This is in the interest of the welfare & health & safety of the entire school community. In the event that it is necessary to execute the right to view/confiscate items, parents/guardians are made aware of the necessity and the situation.
- Students are responsible for all of their own belongings while on the school premises. Boyne Community School will not be responsible for loss/stolen items. Students should not bring valuable items to school. All bags must be placed in the racks/cages provided. Bags should not be left on the corridor/floor area as these are a hazard to health & safety.

### **Sanctions**

The Board of Management recognises that the vast majority of students comply with the school's Code of Behaviour. However, sanctions will be imposed on students who are non-compliant with the Code of Behaviour in order to inculcate values of responsibility and positive behaviour among students.

The following strategies may be used to promote good behaviour:-

- (a) Verbal warning including advice on how to improve
- (b) Referral to Tutor
- (c) Written note in journal to be signed by parents
- (d) Temporary separation from class
- (e) Referral to Year Head
- (f) Formal contact with parents
- (g) Detention
- (h) Holding, Internal suspension
- (i) Suspension from school
- (j) Permanent removal from school
- (k) Other strategies that may be of relevance to the needs or circumstances of Boyne Community School.

## **LUNCHTIME PROCEDURES FOR ALL CLASSES**

### **First and Second Years**

**All** first and second year students must remain on the school premises during lunchtime. Canteen facilities will be available or students may bring a packed lunch with them.

**Third Years**

Only those students who live locally and who have permission from their parents **to go home** may leave the school premises. All other students will remain on the school premises. Those who go home must return promptly and not loiter around the town.

**Fifth And Sixth Years**

Students who present a lunch permit signed by their parents may leave the school premises.

All students should be aware that a permit to leave the school premises may be revoked at any time. Behaviour off the school premises should, at all times, be exemplary and must not at any time bring the school into disrepute.

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**Please complete the form below**

I have read the Code of Behaviour for the School and agree to be bound by them:

Signature of Student: \_\_\_\_\_

Signature of Parent/Guardian: \_\_\_\_\_

Date: \_\_\_\_\_