

Code of Behaviour



"Live as free people"

St Peter's Community School

Date approved: 20/06/2023

Mission Statement

“St. Peter’s is a vibrant dynamic and caring school committed to the academic, personal and spiritual development of all its pupils and where student wellbeing is an integral part of school life. It has a Christian ethos within which other traditions are welcomed and respected. We encourage excellence by fostering a love of learning and by promoting a rich and diverse range of educational opportunities. We believe in empowering and equipping our pupils to become well-qualified and rounded individuals who can thrive in and contribute to an ever changing world.”

The Code of Behaviour sets out the standard of behaviour expected from students so that our vision in the Mission Statement for students can be achieved in a safe, caring and happy school environment.

Development of the Code of Behaviour

The Code of Behaviour was initially developed by teachers, parents and the Board of Management when the school opened in 1988. The Code of Behaviour was reviewed and amended in the intervening years. A comprehensive review of the Code of Behaviour took place in 2017. The Guidelines for Schools from the NEWB were followed in this review and teachers, parents, pupils and the Board of Management were involved. The code is underpinned by the principles of fairness, consistency and natural justice.

When and Where the Code of Behaviour Applies

The Code of Behaviour applies as follows:

- As students are coming to and going home from school
- Throughout the school day and during after school study.
- On trips, tours, school outings and for extra curricular activities
- During internal / state examinations and school supervised midterm study.
- For school events at night.
- For any event or activity that students from St Peter’s are officially participating in, such as carol singing, charitable collections and community activities.
- When appropriate in other pertinent situations where students are involved.

The Board of Management and staff in St. Peter’s Community Schopol strive to maximise the likelihood of positive student behaviour. This is done by:

- Creating a clear set of expectations, rules and routines that are outlined in the code and taught to the students
- Having high expectations of the students
- Staff modelling respectful behaviour
- Offering relevant programmes, a wide range of extra-curricular activities, thus encouraging the engagement of all students
- Subject teachers, Class Tutors and Year Heads communicating with parents about positive and negative behaviour patterns
- Providing effective student support services including Pastoral Care Team, Guidance team, Class tutor and Year Head system, SEN team
- TY Links mentoring programme
- Having a comprehensive First Year Induction Programme
- Having a positive ethos/atmosphere in the school
- Showing an interest in the pupils’ achievements outside school
- Maintaining a clean/tidy environment
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Creating a positive school environment

- To promote respectful relationships for effective learning and behaviour in the school community
- To promote positive behaviour and an environment of safety, inclusion, and forgiveness
- To effectively communicate personal responsibility for behaviour and the consequences of behaviour to all members of the school community
- To maintain equality and fairness for all members of the school community
- To recognise vulnerability and provide a safe and encouraging school environment

PROMOTING POSITIVE BEHAVIOUR

We believe that noticing and affirming positive student behaviour is essential.

Teachers promote positive behaviour by using the following strategies:

Noticing positive behaviour

- Tutor feedback
- Note/Merit in journal/on VS Ware
- Displays of student work
- Call home from subject teacher/Class Tutor/Year Head/Deputy or Principal
- Positive comments to individuals
- Acknowledging extra-curricular, school and/or community achievements via Friday announcements
- Using a reward system in class that acknowledges effort, participation, achievement and improvement regarding class work, school contribution and behaviour

Whole school strategies to encourage and promote positive behaviour

- Barr Bua annual awards day: Variety of awards given to students acknowledging their contribution to the school community in a wide variety of fields across the academic year
- Vast extracurricular/co-curricular program
- Encouraging students to take leadership roles in the school including Student Council, mentoring, various school initiatives that provide for student leadership to flourish
- Outdoor pursuits and adventure trips
- Various class visits/trips/tours
- Recognition of student achievement on School Newsletter/Website/Local Media/School Social Media accounts

Roles and Responsibilities:

Staff

Teachers are expected to implement the Code of Behaviour in a fair and consistent way, ensuring the principles of natural justice are adhered to. Teachers and management will ensure that in applying sanctions, the duty of care to the student is maintained. Teachers will help create a positive and happy school environment that promotes good standards of behaviour by building positive relationships with students.

Parents

Parents are expected to support the Code of Behaviour through reinforcing the high expectations and standards of behaviour in St Peter's. Parents, by having a positive attitude towards school in general, can exercise great influence on the behaviour of their children in school.

Pupils

Each pupil is expected to do all in his/her power to uphold, and do nothing in his/her power to hinder, compliance with the Code of Behaviour in general. Students are expected, in particular, to comply with the School Expectations, School Policies and all regulations, instructions and directions, whether written or oral, considered necessary from time to time by the school authorities. Students are expected to take responsibility for their behaviour and to ensure that their behaviour does not damage the educational opportunities of other students.

Standards of Behaviour

Students are encouraged to maintain high standards of behaviour in school and students are expected to comply with the following:

Attendance and Punctuality

- To attend school on all school days. (Note from parent in diary on return to school after absence to be shown to year head at assembly).
- To be punctual on each school day and for every class (Note from parent if late. Detention may be given at breaks /after school for pupils that are persistently late)
- Not to leave the school premises without the permission of the school authorities. Students who leave school without permission are subject to sanction by the school code of behaviour
- To speak, act and move in the school premises in an orderly and respectful way and to engage with all members of the school community in a positive and respectful manner.

Respect

- To be respectful to students, teachers and other staff in their interactions.
- Not use abusive, offensive or bad language to other students or staff.
- To not invade another member of the school communities personal space.
- To treat other pupils with respect and to refrain from any form of bullying, harassment or discrimination.
- Not to interfere with or damage the property of others or of the school and to make good any damage.
- To surrender to the school authorities any matter likely to be injurious to the health or moral welfare of the pupils or likely to be disruptive of the school routine.

School Uniform and Appearance

- The official school uniform, as set out in the uniform regulations for each year group, is compulsory for all students and must be worn to, from and during school, as well as for all school activities.
- Students must have the school jacket and only wear black conventional shoes with no coloured markings or logos.
- All students are expected to be neat and tidy in appearance at all times and to wear the school uniform properly coming to, during and going home from school.
- Hooded jumpers/jackets, runners, sports shirts, coloured t-shirts or any other non-specified items are not permitted on the school grounds. Such items may be temporarily confiscated if worn.
- Runners and sportswear specified by the school are allowed for PE and sports in the school.
- Any non-uniform items and or inappropriate jewellery will be confiscated and returned at the end of the school day.
- Repeat offenders may have items confiscated until the end of term.
- Students that come to school without uniform items may be sent home or asked to wear items provided by the school. Students must also have a note from their parent(s)/guardian(s) if they are not wearing a uniform item and this should be given to their Year Head at assembly.
- The school uniform must not be modified to reflect any contemporary fashion trends.
- Ornamentation of person or clothing is not allowed unless agreed by school management. Therefore, jewellery is not allowed with the exception of a simple signet ring; a pair for girls of simple/small metal stud earring(s). With regards facial piercings only a single skin coloured stud is allowed in the nostril (girls). No other facial piercings are acceptable

- Only normal hair colours, lengths and styles are allowed, so, for example, no multi-coloured, orange, pink.
- Students may have to stay at home until the hair style or colour is modified.
- In the event of a disagreement in relation to a uniform item such as a school shirt, pants or a hair colour, the school management will determine if the item/hair colour is acceptable.
- With full co-operation, we can ensure that the students from St. Peter's will continue to be widely respected in the important matter of dress and appearance.
- Details in relation to uniform items are in the Student Journal and are available from the school office (also below).

Uniform Supplier: Laura's Schoolwear, Douglas

Girls' Uniform

School jumper or blazer

White shirt and school tie

Mid grey skirt with school logo/ or trousers with school logo (compulsory) and black tights/socks (if wearing skirt)

Black low heeled shoes (no coloured markings).

School tracksuit and polo-sports shirt

School jacket

Boys Uniform

School jumper or blazer

White shirt and school tie

Mid grey pants

Black low heeled shoes, (no coloured markings), black socks

School tracksuit and polo-sports shirt

School jacket

Substance Misuse

- Not to smoke, including e-cigarettes/vaping, in or near the school premises, or while wearing school attire, and to comply with St. Peter's Smoke Free Policy.
- The use, possession or supply of illegal substances and alcohol is prohibited in accordance with the Substance Misuse Policy.

Mobile Phone Policy:

Mobile phones must be out of sight and are not to be used on the school premises without explicit permission from a staff member

Sanctions for Mobile Phone Policy breach:

- 1st breach – phone confiscated, placed in envelope by teacher, written in mobile phone record book and placed in a secure location in school office. It must be collected at the end of the day by the student.
- 2nd breach – phone confiscated, sanction under the school code and meeting with Year Head where necessary
- 3rd (and any subsequent breach) breach – Phone confiscated and students parent/guardian to collect phone at the end of the school day
- Any student photographing, videoing or recording a member of the school community without permission is deemed to be in serious breach of the school code of behaviour and this may result in suspension.
- Please note a refusal to hand over the phone when requested by a staff member will constitute a serious breach of the school code of behaviour and will result in further sanctioning including the student having to be collected from school by a parent/guardian for refusing to comply with the code.

When a phone is confiscated, a text will be sent from the school administration system notifying parents of same.

Class Time

- To observe the classroom rules so that teachers can teach effectively and students can learn efficiently.
- To have all books, materials and equipment required for each class and not to be going to the locker in-between classes
- To work attentively in each class and not to disrupt the teaching and learning in class.
- To do all set homework and to operate the homework diary every school day.
- The use of any personal audio and visual equipment is not allowed in school except where permitted by school management.

General

- Not to damage the good name of the school on the way to or from school or on school trips.
- The use of mobile phones and music players (Ear Buds/Ear Pods/smart watches etc.) are prohibited within the School Building and Grounds. These items will be confiscated for the duration of the day, and longer if there are repeat offences confiscated.
- To comply with all regulations considered necessary by the school authorities from time to time.
- On occasion when an incident of serious misbehaviour occurs, the parent(s) of the student(s) concerned must come to the school (generally on the next day) with their son/daughter and meet with the Year Tutor / Deputy Principal / Principal.
- To be responsible for all their own belongings and not to bring items of value to school. St. Peter's C.S. is not responsible for lost or stolen items.
- If students are going to the toilet during class time they need to get permission off their teacher by getting their journal signed, collecting key and returning to the office when completed.

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- To put books in lockers and coats on hooks or in lockers in the interest of health and safety.
- To co-operate with management as the school reserves the right to question students in relation to any incident and to view the contents of a student's locker, bags or/and view any item carried by students on their person.
- Students should not have or use substances that are harmful and or damaging to individuals or the school such as nail glue, super glue, Tipp-Ex, chewing gum, etc.
- Not to access or interfere with the administrative system of the school (VShare).

Sanctions determined by the school authorities, are imposed on students that do not maintain the expected standards of behaviour outlined above

Consequences of Unacceptable Behaviour, Sanctions and Interventions

Non-compliance with the Code of Behaviour renders a pupil liable to sanctions. Sanctions are used to help students understand the consequences of their behaviour and take responsibility for changing that behaviour. Sanctions are applied in a fair and consistent way. Parents are informed and their co-operation is required in the case of ongoing or serious disciplinary problems involving their children and in cases involving suspension or expulsion which are the most serious sanctions imposed in school. Sanctions/Interventions include but are not exclusive to:

Sanction/Intervention	Explanation
Verbal reprimand	Teacher censures student for misbehaviour
Withdrawal of privilege	Student not allowed to go to match / trip
Removal from class	Student is removed from the subject
Carry out a useful task in school	Clean desks/corridors, clean windows, pick up rubbish
Referral	A written record of misbehaviour / breach of the Code of Behaviour referred to: Year Head, Deputy Principal or the Principal. Actions taken by the teacher with regards the ladder of referral are included here.
Punctuality Card	Students with issues around punctuality for school are placed on this card by the Year Head
Report Card (yellow & red)	A student is placed on report, normally for one week to monitor their behaviour/progress and work. A student may be placed on a yellow report card and failure to comply may result in an extension of this card or being placed on a red report card
Detention	Students are detained after school or at break times. After school detentions are communicated to home in advance of the detention taking place
Pupil Review	A written review of a pupil's behaviour/progress/work by all subject teachers.
Joint Assessment - Senior Cycle (student and teacher)	A rating/record of a student's behaviour/progress/work by the student themselves and their subject teachers.

Student Supports

At all stages of the disciplinary system appropriate interventions are made to help students change their behaviour. These interventions range from involving the Subject teacher, Class teacher, Year Head, or Pastoral Care Team, including access to the Guidance Counsellor and/or Chaplain. Other appropriate interventions may also be put in place to help students in difficulty.

Where appropriate interventions are made with the assistance of external services such as the HSE, NEPS, the Social Services and CAMHS.

Suspension and Expulsion

Suspensions and expulsions can be used as a sanction for persistent misbehaviour or for a serious incident of misbehaviour. The procedures followed are set out in our policies on suspension and expulsion. If a student is suspended then the student and parent/guardian must attend a return to school support meeting before the student returns to school.

Detention

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Detention can be used as a sanction in school. Detention will normally take place after school and at break times during the school day. Due to the timing of detention, students may eat and/or drink before detention as appropriate. Parents are notified in advance if detention is after school.

Bullying and Harassment

Bullying and harassment of students is unacceptable and is not tolerated in St. Peter's, as outlined in our Anti-Bullying Policy. Students that engage in bullying, once known, are confronted immediately at the appropriate level. Parents, if necessary, are informed and appropriate sanctions may be imposed in accordance with the Code of Behaviour.

Social Media

Using social media to damage the reputation of the school, to bully, harass or hurt staff members, parents and students is completely unacceptable and appropriate sanctions may be imposed in accordance with the Code of Behaviour and our Social Media Policy.

Absence from School/Signing Students Out of School

When a student is absent from school parents must write a note in the Student Journal with a reason for the absence. Absence notes are checked and monitored by the Year Head. Signing out students is at the discretion of the school management and should only be done in emergencies. Students generally will not be allowed to sign out on Fridays and only in extreme emergencies on the Friday before a school holiday.

Review of Code of Behaviour

The Code of Behaviour will be reviewed bi-annually by the Board of Management.

