Gaelscoil Thaobh na Coille

Beatha teanga í a labhairt

Cód Smachta

Meán Fómhair 2014

Gaelscoil
Thaobh na Coille

Cód Smachta

Aidhmeanna:

Déanann an cód smachta iarracht trí rud a bhaint amach :

1. Feidhmiú éifeachtach na scoile agus struchtúr a chur ar smacht inmheánach an ranga chun atmasféar spreagthach éifeachtach a chothú inar féidir le daltaí foghlaim.
2. Ard-chaighdeán iompair a choinneáil tríd an scoil agus meas a léiriú do thimpeallacht na scoile.
3. Forbairt ar fhéin-smacht na ndaltaí, bunaithe ar mheas, ar chaoinfhulaingt agus ar thuiscint do dhaoine eile.

Prionsabail a bhaineann leis an gCód Smachta.

Má tá scoil chun an caighdeán is fearr a bhaint amach i ngach gné de shaol na scoile, ní mór di struchtúr éifeachtach a cheapadh, a spreagann iompar dearfach agus a chuireann daltaí ó mhí-iompar. I ngeall air seo, cuireann an cód smachta seo níos mó béime ar dhúthracht ná ar oilbhéas. É sin ráite, is gá modhanna smachta áirithe a chur i bhfeidhm scaití, chun dea-thoil agus dea-dhearcadh na scoile a chaomhnú agus chun an mí-iompar a chur as ceann aon dalta a mbeadh an claonadh sin ann. Tuigeann muintir na scoile áfach, nach ionann aon dá pháiste agus go ndéantar eisceacht anois is arís dá bharr.

Rialacha na Scoile :

- **Meas agus Cúirtéis** : Ní mór do gach dalta sa scoil leibhéal ard measa a léiriú agus iad ag caitheamh le múinteoirí, daltaí, tuimitheoirí agus cuairteoirí na scoile. Ní ghlacfar le drochchaint ar bith nó le cineál ar bith maistíneachta.
- **Poncúlacht:** Osclaíonn an scoil go hoifigiúil ag 8.50 r.n. Críochnaíonn na ranganna do na naíonáin ag 1.30 i.n. Críochnaíonn na ranganna eile ag 2.30.i.n. Ní ghlacfar le freagracht ar bith taobh amuigh de na hamanna seo.
- **Tinreamh :** Is gá leithscéal a chur in iúl don scoil i scríbhinn i gcás dalta a bheith as láthair. Má tharlaíonn sé go gcaithfidh dalta éigin an scoil a fhágáil go luath, is gá don tuismitheoir é sin a chur in iúl i bhfoirm nóta don mhúinteoir ranga. Ní scaoilfear dalta ar bith ón scoil leo féin gan nóta míniúcháin ón tuismitheoir/caomhnóir

Gaelscoil
Thaobh na Coille

Cód Smachta

Code of Discipline

Tá Cód Smachta Ghaelscoil Thaobh na Coille léite go cruinn agam.

I have read Gaelscoil Thaobh na Coille's Code of Discipline carefully.

Glacaim leis an gCód Smachta seo thar cheann mo pháiste/pháistí

I accept the Code of Discipline on behalf of my child/children

Ainm an Dalta
Pupil's Name ______________________________
Rang / *Class* ________________

Ainm an Dalta
Pupil's Name ______________________________
Rang / *Class* ________________

Ainm an Dalta
Pupil's Name ______________________________
Rang / *Class* ________________

Síniú ______________________________
Parent's Signature

Dáta / *Date* ________________

Ní mór do thuismitheoirí uile an cód smachta a léamh go cruinn.

- Sínigh an fhoirm atá ar an gcéad leathanach eile mar dheimhniú go bhfuil an Cód Smachta léite agat agus go nglacann tú leis thar cheann do pháiste/pháistí.
- Gearr amach an leathanach agus seol ar ais chun na scoile.

Má tá moltaí ar bith atá agat ina thaobh ní mór duit iad a chur ag an mBord Bainistíochta i scríbhinn. Déanfaidh an Bord Bainistíochta na moltaí a chur san áireamh agus athbhreithniú á dhéanamh againn ar an gCód Smachta.

It is imperative that all parents/guardians read this document carefully .

- Please sign the form on the next page as verification that you have read the Code of Discipline and that you of accept it on behalf of you child/children.
- Cut out page and return to the school.

Should you have any recommendations about the document you should do so in writing to the Board of Management. The Board of Management will take all written recommendations into account when reviewing the Code of Discipline.

Is mise, le meas,

Emer Nic Chonchradha

Emer Nic Chonchradha
Príomhoide

Dáta

27/08/2014

Gaelscoil
Chaobh na Coille

Code of Discipline

Aims:

The discipline code aims to achieve three things:

1. The creation of an effective stimulating environment, through regulating behaviour, in which the pupils can learn.
2. To achieve a high standard of behaviour throughout the school with respect shown for the school surroundings.
3. To nurture self-discipline in the pupils, based on respect, on tolerance and on understanding of other people.

Principle of the discipline code:

If the school is to achieve the highest standard in every aspect of the school life, it is important that there is an effective structure in place, which will promote positive behaviour / outlook and discourage bad behaviour. To achieve this, the discipline code places more emphasis on diligence than unruliness. Having said that, it is often necessary to implement a standard of behaviour conducive to fostering and nurturing the goodwill and good disposition of pupils and thus discourage misbehaviour on the part of any pupil so inclined. The teachers certainly understand that no two children are alike and therefore discretion has to be used from time to time.

School Rules :

- **Respect and Courtesy:** It is expected that each child will have a high standard of respect when dealing with all teachers, students, parents and visitors to the school. Bad language or bullying will not be tolerated under any circumstance.
- **Punctuality:** The school officially opens at 8.50am. Classes for the infants finish at 1.30pm. All other classes finish at 2.30pm. No responsibility is accepted outside of these times.
- **Absence/Attendance:** The school must be notified in writing if a pupil is absent from school. If it is a case that a pupil has to leave the school early, the parent must inform the class teacher of this. No pupil shall be allowed to leave the school during school time without written permission from the parent/guardian.

- **Tinneas :** Is cóir scéal faoi thinneas tógálach a chur in iúl don scoil láithreach bonn. Tá sé de dhualgas ar an tuismitheoir/caomhnóir a chur in iúl don scoil i scríbhinn má tá fadhbanna sláinte ag a bpáiste. Is gá foirm leighis a líonadh ag tús na scoil bhliana le cuntas a thabhairt ar aon leigheas fadthéarmach atá á ghlacadh ag a bpáiste.
- **Giúirléidí:** Is gá go mbeadh ainm an dalta ar a c(h)uid rudaí, i.e. cótaí, éadaí, mála scoile, leabhair agus rl.
- **Timpeallacht na scoile agus a bhfuil istigh inti :** Caithfear meas a léiriú do thimpeallacht na scoile agus í a choinneáil glan ó bhruscar.
- **Bia :** Ní cóir milseáin, seacláid, brioscáin phrátaí nó deochanna líomanáide a bheith mar lón scoile.

lompar sa rang :

- Caithfear an fearas ceart scoile a bheith ag na daltaí ar fad. (Leabhair, cóipleabhair, pinn luaidhe.)
- Glactar leis go ndéanfaidh daltaí a gcuid oibre ar bharr a gcumais, agus go mbeidh cuma néata ar an obair scríofa.
- Ní mór do na daltaí meas a léiriú dá bpiarghnípa agus treoracha na múinteoirí a leanúint
- Ní ghlacfar le haon iompar a chuireann isteach ar chearta dalta / múinteoir eile.

lompar taobh amuigh den rang :

- Ní ghlacfar le hiompar a tharraingíonn contúirt ar an dalta féin nó ar dhaltaí eile.
- Caithfear glacadh le treoracha a thugann pé múinteoir atá i gceannas ar am spraoi taobh amuigh den rang.
- Caithfear seasamh i líne néata ar bhualadh an chloig ag deireadh am sosa.
- Ní ghlacfar le cineál ar bith iompair bhagraigh. Má bhíonn maistíneacht ar siúl ar aon duine, is cóir tuairisc a thabhairt ar láithreach, chun an fhadhb a réiteach go héifeachtach.
- I gcás druil dóiteáin, ní mór treoracha sainiúla a leanúint go cruinn ag fágáil na háite.

Obair Bhaile :

- Is é polasaí na scoile, obair bhaile a thabhairt ar bhonn rialta. Déanfaidh na múinteoirí chuile iarracht an obair bhaile a chur in oiriúint do chaighdeán na ndaltaí. Mar sin ní gá go mbeadh an obair bhaile chéanna ag gach dalta.
- Moltar go mór do na tuismitheoirí / caomhnóirí spéis a léiriú in obair bhaile a bpáistí. Má chruthaíonn an obair bhaile strus agus anró don pháiste, iarrtar ar thuismitheoirí / caomhnóirí dul i dteagmháil leis an múinteoir go luath.
- larrtar ar thuismitheoirí / caomhnóirí obair bhaile a páiste/í a shíniú gach oíche.

Bullying - Deliberately Misbehaving :

Bullying is identified as behaviour that is distressing and upsetting to another person. In its nature bullying is repetitive and offensive as distinct from the usual forms of bad behaviour.

- If bad behaviour continues after a teacher has drawn attention to it and corrected it, this persistent bad behaviour falls into the category of bullying.
- Teachers will make every effort to implement the discipline policy of the school but it is recognised that parents and guardians have a responsibility to nourish and promote a high standard of good behaviour in their own children.
- The Board recognises the right of every pupil to receive an education without experiencing any form of bullying.
- It is the teacher's responsibility to distinguish between the different forms of bad behaviour, in the classroom and the yard in particular.
- There is spitefulness associated with bullying not in evidence in the petty type of misbehaviour encountered from time to time.
- It may well be that behaviour outside of school is the cause of upset to a pupil. In this case it may be that a solution could be found within the school time.
- It is essential that every incident of bullying be recorded and equally so any act of gross misbehaviour.
- Bullying will not be tolerated at any level whether on the part of pupil, teacher or parent.

The procedure to be followed in dealing with bullying :

1. Speak to the pupil to desist from this form of bad behaviour.
2. (a) Speak to the parent / guardian informally if possible
   (b) Speak to the pupil and penalise him / her.
3. Bring the pupil to the principal to discuss his / her behaviour.
4. Communicate with the parents /guardians in writing.
5. An invitation be sent to parents / guardians to meet the teacher and the principal.
6. An invitation be sent to parents / guardians to meet the Chairman of the Board of Management and the principal.
7. The pupil to be suspended.

Procedure from Step 1 to Step 7 may take place in one action if necessary.

Maistíneacht :

Aithnítear mar mhaistíneacht cineál ar bith iompair a chuireann isteach ar dhuine eile. Is iondúil go mbíonn minicíocht ag baint leis an iompar seo chun idirdhealú a dhéanamh idir maistíneacht agus gnáth droch-iompar.

- Má leantar leis an droch-iompar tar éis aire an mhúinteora a dhíriú air, agus ceartú a fháil, tugtar maistíneacht ar an gcineál sin iompair.
- Déanfaidh na múinteoirí gach iarracht polasaí smachta na scoile a chur i bhfeidhm, ach aithnítear go bhfuil na tuismitheoirí / caomhnóirí freagrach as cleachtais dea-iompair a chothú ina bpáistí féin.
- Aithníonn an Bord go bhfuil sé de cheart ag gach dalta scolaíocht a fháil gan maistíneacht a mhothú.
- Titeann sé ar an múinteoir idirdhealú a dhéanamh idir chineálacha éagsúla droch-iompair sa seomra ranga agus sa chlós, ach go háirithe.
- Bíonn gangaid ag baint le maistíneacht thairis a bhaineann le mioneachtra laethúil.
- D'fhéadfadh sé go gcuirfeadh iompar lasmuigh den scoil isteach ar dhalta agus go mb'fhéidir go mba ghá déileáil leis an bhfadhb laismuigh de am scoile, d'fhonn teacht ar réiteach.
- Is gá chuile eachtra maistíneachta a chlárú, mar aon le haon eachtra mór droch-iompair.
- Ní ghlacfar le maistíneacht de chineál ar bith, ó dhuine ar bith (páistí, múinteoirí nó tuismitheoirí).

An próiseas chun déileáil leis :

1. Labhairt leis an dalta chun an mí-iompar a stopadh.
2. (a) Labhairt leis an tuismitheoir / caomhnóir go neamhfhoirmeálta más féidir.
   (b) Labhairt leis an dalta agus píonós a ghearradh air / uirthi.
3. An dalta a thógáil os comhair an phríomhoide chun an iompar a phlé.
4. Teagmháil a dhéanamh leis na tuismitheoirí / caomhnóirí, i scríbhinn.
5. Cuireadh a thabhairt do na tuismitheoirí / caomhnóirí bualadh leis an múinteoir ranga agus an príomhoide.
6. Cuireadh a thabhairt do na tuismitheoirí / caomhnóirí teacht chuig cruinniú le Cathaoirleach an Bhoird agus an príomhoide.
7. An dalta a chur ar fionraí.

Is féidir dul ó chéim a 1 go céim a 7 in aon ghníomh amháin más gá.

- **Illness:** The school should be advised immediately in the case of any infectious illnesses. The parent/guardian is required to inform the school if his/her child suffers from any health problems. A health form must be completed at the beginning of each school year for pupils who take long term medication.
- **Possessions:** It is imperative that a pupil's name should be on all his/her possessions i.e. coat, uniform, school bag, books etc.
- **The school and its surroundings:** Respect must be shown for the school and its surroundings and it be maintained free from litter.
- **Food:** Sweets, chocolate, crisps or lemonade drinks are not permitted for school lunches.

Behaviour in the classroom:

- Each pupil must have the correct school equipment (books, copybooks, pencils).
- It is expected that each pupil will do his/her work to the best of his/her ability, and that he/she will be neat in their written work.
- It is required that each pupil will respect its peer group and that he/she will follow the teacher's instructions.
- No behaviour that ill-affects another pupil/teacher will be accepted.

Behaviour outside of the classroom:

- Behaviour by a pupil, which causes danger to himself/herself or to another pupil, will not be accepted.
- The instructions of which ever teacher in charge at play time must always be followed.
- A neat line must be formed when the bell is rung at the end of play time.
- No form of threatening behaviour will be tolerated under any circumstance. If any form of bullying occurs, it should be reported immediately in order to sort out the problem effectively.
- In the event of a fire drill, all instructions must be followed while leaving the area.

Home Work:

- It is the policy of the school to give homework on a regular basis. The teachers aim to give homework that suits the pupil's capabilities. It is therefore not necessary that each pupil will be given the same homework.
- It is advised that parents/guardians show an interest in their child's homework. If homework creates stress or tension to a child, parents/guardians are asked to contact the teacher immediately.
- Parents/guardians are asked to sign their child's homework each day.

Aitheantas le haghaidh dea-iompair :

Féachfar leis na moltaí seo a leanas a úsáid le dea-iompar a spreagadh de réir aoisghrúpa na ndaltaí agus riachtanais na scoile.

- Duais ar nós 'Dalta na Bliana" a bhronnadh.
- Teastais/duais mholta a thabhairt amach do dhaltaí a léirigh ard-chaighdeán iompair/díograis (ar nós Gradam na Samhna/Nollag/ etc.)
- Sraith de phointí a bhronnadh le haghaidh dea-iompair.
- Moladh scríofa agus ó bhéal a thabhairt Úsáid a bhaint as an dialann obair bhaile chun
- an moladh a chur in iúl. Tuairiscí bliantúla a ullmhú.
- Córas duaiseanna beaga, réalta, liostaí molta a chur i bhfeidhm.
- Pribhléidí breise ar nós cúraimí, fístéipeanna agus rl. a chur ar fáil.
- Dea-iompar a mholadh go poiblí.

Modhanna Smachta :

- Labhairt leis an dalta.
- Comhairle a chuir air/uirthi
- Scarúint sealadach ón a p(h)iarghrúpa.
- Pribhléidí/dualgaisí a chailliúint.
- Scarúint sealadach óna phiarghrúpa le linn am lóin nó am sosa.
- Obair bhreise a thabhairt dó/di.
- An dalta a sheoladh chuig an bpríomhoide.
- Teagmháil le tuismitheoirí.
    a. Is minic a bhíonn teagmháil neamhfhoirmiúil leis an tuismitheoir/caomhnóir i ngeall ar eachtraí beaga iompair d'fhonn tacaíocht na dtuismitheoirí/gcaomhnóirí a fháil.
    b. Má bhíonn 3 eachtra drochiompair in aon tseachtain amháin.
    c. Má bhíonn 6 eachtra droch iompair in aon téarma amháin, tabharfar cuireadh do na tuismitheoirí teacht chuig cruinniú sa scoil.
    d. i gcás eachtra sách tromchúiseach, cuirfear fios ar na tuismitheoirí láithreach.
- Fionraí: Má tharlaíonn sé nach bhfuil feabhas ar iompar an dalta in ainneoin an mhéid teagmhála leis na tuismitheoirí, déanfar teagmháil fhoirmeálta i scríbhinn leis an tuismitheoir/caomhnóir agus ansin cuirfear an dalta ar fionraí lae.

Coimeádfaidh na múinteoirí cuntas ar dhroch-iompar agus tabharfar aird ar fheabhas ar bith, ach go háirithe. Déanfaidh an scoil chuile iarracht dalta ar bith a bhfuil fadhbanna mothúcháin acu a threorú i dtreo measúnú a fháil.

Acknowledgement of good behaviour :

The following ideas may be used to reward good behaviour, depending on the age-group and needs of the school:

- Presentation of prize such as "Pupil of the Year".
- Certificate/medal presented to pupils who presents the best behaviour/diligence. (i.e. Gradam na Samhna/Nollag etc.)
- Points to be given for good behaviour.
- Praise to be given through written/verbal means. Use of the homework notebook to advise parents/guardians of this achievement. Yearly reports to be prepared.
- Small prizes, stars, praising lists etc.
- Extra privileges such as responsibilities, video time etc.
- Good behaviour to be praised publicly.

Discipline procedures:

- Speak to the pupil.
- Admonish/Advise the pupil.
- Separate the pupil from his/her peer group for limited period.
- Withdrawal of privileges.
- Separate the pupil from his/her peer group at lunchtime or break time for limited period.
- Extra work to be given to him/her.
- Bring the pupil before the principal.
- Contact with the parent
    a. Teachers may speak to parents on an informal basis when incidents of bad behaviour occur in order to gain their help/support.
    b. In the case of 3 incidents of bad behaviour in any one week
    c. In the case of 6 incidents of bad behaviour in any one term, the parent will be asked to attend a meeting in the school
    d. In the case of a serious incident, parents will be notified immediately.
- Suspension - If it is the case that there is no improvement in the pupil's behaviour subsequent to contact with his/her parent/guardian, the parent/guardian will receive formal notification in writing and the child will be suspended.

The teachers will maintain an account of any bad behaviour and will acknowledge any improvement. The school will do its utmost to direct any child with emotional problems towards assessment/help.