



Rosemont School

Code of Behaviour

Developed: 2010

Due for Review: 2013

Introductory Statement and Rationale

This code of Behaviour has been developed in consultation and collaboration with students, staff and parents in Rosemont School in line with the guidelines issued by the National Educational Welfare Board (NEWB).

This code of behaviour is designed to outline for students, parents and staff the many rights and responsibilities that are part of our school. It is the balancing of rights and responsibilities that guarantees that the interests of any person will not unreasonably interfere with the interests of the other members of the school. Effective discipline is a very positive feature of any school. Appropriate behaviour is positively rewarded, while inappropriate behaviour is identified and met with professionalism, reasonable consistency and fairness.

This code sets out to a) present to parents, teachers and students the standards of behaviour that are expected in the school, b) how the school will promote this behaviour in collaboration with all parties and c) how the school will deal with inappropriate behaviour.

It is our belief that good behaviour facilitates high standards in teaching and learning.

Rosemont's Mission and Commitment

Rosemont challenges

Ireland's leading teachers inspire students to aim high, set goals, and take ownership of their learning.

Commitment

A student educated at Rosemont will:

Achieve, while adhering to high academic standards.

Set goals, and take ownership.

Have a **greater understanding** of their faith.

Be **adaptable**, and **initiate positive change**.

Be ready to **lead**, instead of follow.

Use their freedom for the good based on solid moral principles.

Seek out opportunities to **give back** to their community.

Be **interested** in their education and their future.

Possess **people skills** in order to succeed at work.

Be encouraged by an effective **parent-teacher** partnership.

Vision and Aims of this Code

As a school with a Catholic ethos, Rosemont aims at providing an atmosphere in which personal growth (intellectual, spiritual, emotional, cultural and social) is fashioned and quality relationships with others are nurtured in accordance with Christian virtues.

Parents and students will accept and support the school ethos.

Our goal in Rosemont is to develop students who are well mannered, sensitive to the needs of others, proud of their accomplishments, self-disciplined, responsible and articulate. They are also expected to be active, positive participants in the learning process. The code of behaviour is necessary for students, parents and staff in assisting the development of the students. This code will allow the school function in an orderly and harmonious way creating an atmosphere of respect amongst students and teachers with the backup of parents, thus affording maximum potential for student development. It should help the students rise to this expected behaviour in relation to their **professional competence, timetable, punctuality**, and **respect for others and for school property**.

Rosemont's unique coaching programme is an excellent way to support students in all areas of school life including high standards of behaviour.

Its aim is to help students to be:

- Responsible for their work and assignments
- Responsible for their conduct and values
- Courteous to others
- Clear and honest in their communications
- Accepting of and respectful of the differences of others
- Genuinely concerned for their fellow students.

Expectations

1. *Professional Competence*

Learn effectively in class:

- Follow teacher's instructions carefully.
- Listen and follow explanations as this facilitates homework.
- Take ownership of and responsibility for your work
- Be sure your mind is centred on the subject being taught.

Study Effectively:

- Have a homework plan and study timetable for each day. Follow it.
- Be eager to learn and be convinced that you can do it.
- Use homework notebook to record all homework. Do all work, both written and learning thoroughly and neatly each night.
- If unable to complete homework through illness, or for any other reason please ask one of your parents to write a note for the Class Teacher in your school journal.
- Any homework, both written and learning not handed up will be recorded in the journal and must be signed by a parent/guardian.

- Students from first to fifth year must get their parent/guardian to sign their journal each week.

Have the correct books and equipment:

- Each student must have all the books prescribed in the booklist as well as her own set of equipment for the different subjects.
- Books and equipment required for each class should be on the desk at the beginning of the class.
- During class assembly students must sit at their desks and listen to the class teacher or prefect.

2. *Observing timetable and use of free time*

- Each student is expected to attend school and students must arrive in time for all classes. Classes begin at 9:00 a.m.
- All late arrivals will be recorded. If a student arrives in school after 9 a.m. with a note they should go to class, give the note to the teacher and apologise for being late.
- Students do not leave the classroom except for break and lunch time. If exceptionally a student needs to leave the classroom between classes she asks permission from the **incoming** teacher.
- Students are not to leave the school grounds without permission. This includes students who get the school bus to Rosemont in the mornings. Morning trips outside of the school gates are prohibited to all years. Sixth years have permission to go out during the school lunch time.

Important Note for parents: The Education (Welfare) Act 2000 specified in section 18 that parents must notify the school where a student is absent from the school during part of a school day or for more than a school day.

The same act also specifies in section 21 that the Principal must inform the designated welfare officer when, among other things a) a student has been suspended for more than 6 days and b) when a student is absent for a total of 20 school days.

As a result of this we remind you to please ring in, text or email when a student will be absent for part or all the day and that no student will be allowed to leave the school unless a parent has been in contact. This applies to illness, appointments, trips to Blackrock etc.

3. *Dress code, personal appearance and behaviour*

- Students must wear the full school uniform at all times. It is also important to wear the school uniform **well**. This means wearing all the correct items of uniform as specified in the uniform list (See School Uniform list Appendix A).
- This especially includes wearing the correct school jacket and shoes and scarf coming to and from school, at debates, hockey/basketball matches and school outings and school events.
- Hair must be clean, neat and tied back from the face at all times. Only natural hair colour dyes are acceptable.
- A maximum of 2 rings and one pair of stud earrings can be worn. No necklaces, bracelets or any other jewellery may be worn. The only exception to this rule is the fáinne, prefect badge and head girl badge.
- Senior students (Transition, Fifth and Sixth Years) may wear discreet make up but nail varnish, fake tan, facial piercings and tongue piercings are strictly prohibited.
- Smoking, in any part of the school building or its environs is **illegal** under current legislation and as such is forbidden. Smoking while in school uniform and or involved in any school related activity is also prohibited.
- Rosemont School Staff view the abuse of alcohol or drugs with deep concern. Students are not permitted to attend any school activity while under the influence of alcohol or drugs. Students who do will face severe sanctions such as suspension or expulsion. The Gardai may also be informed of such offences. Please refer to Rosemont's Substance Abuse Policy.

4. *Respect for others and for school property*

- Courtesy, refinement and respect are to be practised at all times towards staff and other students. This includes not only behaviour in class, in the school grounds, at sports, on the bus, but with the public at large.
- Respect for peers and members of other classes should be promoted at all times. This includes the older classes getting to know and take responsibility for younger students.
- Students must stand for the incoming teacher when the teacher enters the room.
- Negative behaviour towards others, including personal remarks and bad language is unacceptable and will not be tolerated. Bullying is an offence against the dignity of the person. Please refer to the schools Anti-Bullying Policy.
- Students should not interfere with the property of another in any way.
- Students must show respect for school property. Chewing gum is forbidden in the school. All litter (in classroom and grounds) must be placed in the bins provided.
- Keep the classroom toilets and lunch prefab neat and tidy at all times.
- Shelves must be kept tidy
- The fire escapes must be kept clear and should be used as fire escape routes only.
- Any use of cameras during class time is strictly prohibited. Please refer to the school's mobile phone policy.

The school journal is an important part of Home and School communication and the care and use of the journal as a point of contact is essential. Parents of Junior Cycle students are asked to view and sign the journal at least weekly – both diary and teacher comment form.

Procedures for affirming and promoting good behaviour:

In Rosemont, opportunities are taken to affirm students who show good behaviour, progress or effort in a number of ways. Achievements both school and personal, academic and non-academic are acknowledged.

- One of the most fulfilling rewards from following the code is the optimum class environment which facilitates engagement in learning.
- The school notice board is used to recognise and commend achievements.
- Individual teachers praise both student and class achievements and good behaviour.
- Good behaviour is noted by teachers in the School Journal and will be seen by parents when the journal is being signed.
- Class and whole school assemblies provide the opportunities for teachers and Principal to acknowledge achievements.
- Monthly reports allow teachers and Principal acknowledge both academic and non-academic success.
- The school website also provides many opportunities to highlight the many and varied activities of students.
- School prize giving is an opportunity for effort and achievements to be recognised by the school.

Responding to inappropriate behaviour:

- The teacher, in the class will deal with any such behaviour.
- Late arrivals, absenteeism and behaviour outside of class will be dealt with by the Class Teacher. Parents will be informed either by phone or by letter.
- Repeated and serious misbehaviour will be referred to the Deputy Principal.
- If there is no improvement Parents will be asked in to see the Class Teacher and Deputy Principal and/or the Principal.

Action

a) Uniform:

- If a student comes to school with no or incorrect uniform she will be asked to wear a clean, spare uniform provided by the school.
- Any scarves or jackets worn with the uniform that is not part of the uniform will be taken from the student.
- Excess jewellery will be confiscated until the end of term.

- Mobile phones used outside break and lunchtime (this includes sending or receiving messages or using a camera phone) will be confiscated until the end of term or until such time as a parent or guardian is able to come to claim it back.

b) Adherence to code of behaviour

- Once off misbehaviour will be dealt with by a simple reprimand and/or reasoning with the student.
- If a student arrives in school after 9 a.m. without a note, they need to present themselves to the supervising teacher for lunchtime detention.
- Repeated and more serious offences will result in more serious action taken. This action will include a graded set of sanction/s and can include:
 - Extra school work
 - Withdrawal from privileges/outings/fun activities.
 - Lunch time detention.
 - Temporary in-school suspension.
 - Temporary out of school suspension.
 - Expulsion. See school's policy on suspension and expulsion.

Lunch time detention takes place each day (if necessary) from 12:45-1:10. Students must not complete homework but should take a school book which they read in silence.

The school authorities reserve the right to apply appropriate sanctions on students for failure to comply with the guidelines contained in this Code of Behaviour.

C) Smoking, drug and alcohol related offences:

Due to the serious nature of these offences suspension/expulsion from school may be imposed.

Role of staff members/parents:

We believe that it is essential for everyone in the school community to contribute to good behaviour.

Parents and teachers and staff have a deep awareness that their behaviour is a powerful example for the students.

Part of the role of the class teacher is to discuss the rationale behind the code and draw up with the class, at the beginning of the year, the class rules which outline the expected behaviour in class. Throughout the year she will reinforce the carrying out of the agreed rules in conjunction with management and subject departments e.g. Religion and SPHE and she is available for any concerns raised by parents, staff or students.

As mentioned already each teacher will deal with inappropriate behaviour in her own class but if the misbehaviour continues she may refer the student to the class teacher.

The coach as another person who is there to reinforce positive behaviour and who is also a great point of reference for parents, staff and students should any concerns arise.

Application of Code of Behaviour:

This code of behaviour applies while the student is engaged in any school related activity whether in or outside of school hours. This includes the journey to and from school on the school bus, school outings, exchanges, school tours and sporting activities.

While on the school bus students refer to the driver and follow his indications with regard to safety procedures.

While doing supervised study students refer to the supervisor and follow their instructions.

Who to Contact:

Should a parent/student or teacher have concern regarding the behaviour of a student or a member of the school community they can contact the Class Teacher, Deputy Principal or Principal.

AGREEMENT

I have read the Code of Behaviour and I agree to abide by their terms and to support the School in upholding the standards set out in these documents.

Signed _____ Parent/Guardian

Signed _____ Parent/Guardian

Date _____

I agree to accept the Code of Behaviour

Signed _____ Student

Date _____

26th January 2011