

# CODE OF BEHAVIOUR



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**The Central Model Infants' School is an inclusive school that promotes equality amongst the whole school community.**

**Vision Statement:**

**Our school aims to provide a safe, calm, relaxed environment for each child where they will develop socially, emotionally, intellectually, spiritually and physically.**

**We aim to nourish and develop each child's sense of their own self worth as an individual and celebrate their unique gifts and talents.**

**By doing this we hope to equip all of our children to participate in further education so that they may go on to live a fulfilling life as an adult in society.**

These aims can only be achieved in an environment that is calm, ordered and with a reasonable, fair approach to discipline. This is why we have drawn up a code of behaviour. If children, parents and staff are all clear about the school's guidelines and rules this should lead to good understanding and co-operation from all of us.

We hope that the code of behaviour will help children to take responsibility for their own behaviour so that the emphasis can be more on learning and fulfilment rather than on rules.

This document sets out the school's expectations of everybody involved -children, parents and staff in the day to day life of the school.

## **THE CODE OF BEHAVIOUR INCLUDES THE FOLLOWING:**

- 1. Teachers' Contribution.**
- 2. Parents' Contribution.**
- 3. Pupil's Contribution.**
- 4. Rewards and Sanctions.**

**This Code of Behaviour should be read along with our Anti Bullying Policy.**

## **TEACHERS' CONTRIBUTION:**

Teachers follow a code of behaviour too!

They can contribute hugely to the atmosphere of the school by being positive and encouraging while at the same time creating a proper learning environment by being firm and insisting on a high standard of behaviour from the children.

### **Teachers should:**

- Value and accept each child as a unique individual.
- Be sensitive to any emotional or learning difficulties a child may have.
- Help each child to achieve to the best of their ability.
- Ensure that their classroom is a welcoming place for children and parents. Inform parents as much as possible about their child's progress in school.
- Deal swiftly and promptly with any bullying they may detect.
- Teach the children how to follow the rules and how to play co-operative games in the playground and classroom.
- Contribute to the child's sense of security and calm by following (as much is possible) a timetable each day.
- Keep a sense of humour, it helps everyone.

### **Teachers should not:**

- Use ridicule or sarcasm when correcting children's behaviour.
- Use corporal punishment.
- Ignore serious complaints made by children.

## **PARENTS' CONTRUBUTION:**

### **Parents should make sure that children:**

- Are in school every day where possible
- Are on time for school. Class work begins at 9.30am. Please do not disrupt class by coming late
- Are wearing the school uniform or tracksuit which should be as clean as possible.
- Are rested. It's very difficult for your child to do a full day's school work if he/she is exhausted from staying up late.
- Have a schoolbag big enough to carry homework and books. Please make sure that it is kept clean
- Do their home-work.
- Look after the schools books and return them in good condition.
- Are friendly, courteous and respectful to each other, the staff and our visitors.
- Do not leave the school premises during school hours without the Principal's permission.
- Eat the healthy lunches provided in school.

### **Please note it is illegal to smoke inside the school gate.**

We have worked very hard to become a Green School with a Green Flag. Please help us to keep the school grounds litter free. Please encourage your child to do the same.

The Parents Room is a valuable resource and you are welcome to use it. We would appreciate your help in keeping it tidy. Children must be supervised by an adult at all times.

## **CHILDREN' CONTRIBUTION:**

### **BEHAVIOUR AROUND THE SCHOOL:**

**At all times we insist on courtesy and respect for others in the school and we encourage friendliness to all.**

1. To keep our school safe and accident free children should walk on corridors, stairs and when coming or going from the playground and toilets.
2. Running is not allowed in the school building.
3. We try to encourage a calm atmosphere by talking quietly, and not shouting around the school.
4. Children should stand back to allow visitors and staff of the school to pass by. They should hold doors open and offer help if needed.
5. Children are asked to be friendly and helpful to all our visitors.
6. Children must use toilets nearest their classroom at agreed times only, except in emergencies.
7. Parents / Teachers must ensure that children learn how to leave the bathrooms in a hygienic state and the pupil should report poor conditions if they find them.
8. Children must respect the school property and keep it litter-free. We have a beautiful school and it is up to all of us to mind it and enjoy it.

### **BEHAVIOUR IN THE CLASSROOM:**

Teachers work to make their classrooms pleasant, safe, happy and stimulating learning environments.

**The children should help in this by:**

- Keeping tables and floors clean and tidy and replacing activities and books carefully on shelves.

- Hanging up coats and storing bags in the correct place.
- Greeting visitors to their room and being well behaved if the teacher is occupied by a visitor.
- Listening when the teacher is giving instructions so that valuable time is not wasted in repetition.
- Listening to each other and allowing quieter children a chance to speak.
- Putting their hand up to ask questions and waiting until others are finished speaking to talk themselves.
- Respecting the rights of others to learn. Any disruptive behaviour that prevents learning or distracts attention is not acceptable.
- Respecting each other's belongings.

We try and foster pride and independence in the classroom by establishing routines and order from the very beginning. Each teacher will have their own way of doing this. Giving children special jobs to do encourages their enjoyment of the school and classroom. By displaying children's work etc. we foster a sense of pride and sense of achievement.

We ask parents to understand that classroom routines may change a little when your child gets a new teacher.

### **BEHAVIOUR IN THE PLAYGROUND:**

Playtime should be a rewarding and happy experience for all our children. This can only happen if we encourage high standards of good behaviour in the playground and try to ensure that each child feels secure and comfortable.

We can help the child to enjoy the playground by teaching them games and allowing them to bring in appropriate toys e.g. footballs yo-yos, colouring books and dolls. Toys that encourage aggression are not allowed e.g. swords, guns etc. No electronic games are allowed.

### **PLAYGROUND RULES:**

- To keep everyone safe members of staff on the playground must be obeyed immediately.
- Children must treat each other as they would like to be treated themselves.
- Any behaviour that endangers others is not allowed e.g. kicking, punching or spitting.
- Retaliation is not allowed. Children should tell the teacher supervising the playground of problems they have. We would ask parents to encourage this as hitting back only causes more trouble.
- All children should know the boundaries of the playground. No climbing of walls or fences.
- Children should have been to the toilet before playground but in case of an emergency they must ask permission and be accompanied into the school by a child from first class.
- If children are being collected early by parents at playground-time they must call into the staffroom and inform the class teacher. Again this is for the child's protection.
- When the bell rings children should walk to their line.

All of these rules are designed for the safety and well-being of your child. We ask parents to co-operate with us to ensure the playtime is a safe and happy time for all children.

### **BEHAVIOUR AT HOME-TIME:**

1. The children will learn how to tidy their tables and floor area at home-time.
2. They will know how to put up their chairs and collect their coats, putting them on at their table and wait for the teacher to tell them to line up. Any notes for parents will be given out at this time. Please check.
3. All classes line up and follow their teacher to the playground.
4. For the safety and security of each pupil no child may go home unless the teacher knows who is collecting him/her.
5. It is important for everybody that children are collected on time. Children become extremely anxious and upset when they are not collected on time.

## **REWARDS AND SANCTIONS:**

### **REWARDS:**

- Teachers encourage and praise good behaviour and work.
- Children's work is displayed in classrooms and on corridors or a child may be sent to other classes to share their achievements.
- The emphasis should be on effort as well as excellence.
- Each teacher chooses 'pupil of the week' who is presented with a certificate at assembly by the Principal. Certs are displayed in the corridor and are brought home a week later. A badge is given to each 'pupil of the week' to wear. Pupil of the week awards are given for a variety of reasons e.g. trying hard, being friendly/helpful, improving, etc.
- Each teacher will have their own way of rewarding the children in their class.

### **SANCTIONS:**

Where a pupil disregards school rules or infringes on the rights of other children to education in a disruption-free environment, sanctions will be applied.

### **The following are some of the strategies which may be used to show disapproval of unacceptable behaviour:**

- Reasoning and discussion
- Time-out (e.g. in a designated area of own classroom, or in another classroom with work allocated).
- Pupil may be requested to stand for a period of time e.g. 5 to 15 minutes on a shore in the playground during playtime.

- Class Teacher communicates with parents verbally, by phone or with a written note.
- A record of all incidents/misbehaviours will be kept by the class teacher.
- Referral of child to the Principal (for repeated misbehaviour or immediately in cases of serious misbehaviour).
- Principal to meet with parents to discuss ways of facilitating their active involvement and co-operation.
- In exceptional circumstances, suspension or expulsion may be necessary.

Examples of serious misbehaviour include:

- Putting the health and safety of self or others at serious risk.
- Grossly disrespectful towards other
- Persistent major disruption of learning

### **And Finally...**

The school is part of the local community. Parents are welcome to come to discuss any concerns they may have. Difficulties are better sorted by arranging an appointment with the class teacher, as teachers cannot give their attention fully to parents while their classes are waiting to be taught. Remember, the school exists to educate the children. They are always our first concern.