



Clocha Rince NS

Code of Behaviour & Discipline Anti Bullying Policy

© Clocha Rince NS September 2013

2010

Mission Statement	3
General School Rules	6
Implementation of the Code	16
Suspension	20
Expulsion	25

Background

This policy was developed by the school staff, Student Council, Policy Development Committee and Board of Management during the 2010/2011 school year. The Draft Policy was published on the school website for the wider parent body to make submissions.

It was sanctioned at a meeting of the Board of Management on Tuesday 5th July 2011.

Reviewed by BOM – 15.10.14



School Schedule

Clocha Rince NS aims to promote the full and harmonious development of all aspects of the person of the pupil: intellectual, physical, cultural, moral and spiritual, including a living relationship with God and with other people. Clocha Rince NS models and promotes a philosophy of life inspired by belief in God and in the life, death and resurrection of Jesus Christ. The Catholic school provides religious education for the pupils in accordance with the doctrines, practices and tradition of the Roman Catholic Church and promotes the formation of the pupils in the catholic faith.

Mission Statement

Clocha Rince NS, Clogherinkoe, is a national school under the patronage of the Catholic Bishop of Kildare and Leighlin, for the education of children primarily from the Parish of Balyna and the town of Edenderry and surrounding areas. The school is committed to the aims and principles of the ‘Revised Primary School Curriculum’ (1999). It celebrates the uniqueness of each child as expressed in each child’s personality, intelligence and potential for development. The school seeks to nurture the child in all dimensions of his or her life – spiritual, moral, cognitive, emotional, imaginative, aesthetic, social and physical.

Clocha Rince NS seeks to be a warm, welcoming place, respectful and accommodating of the diversity in race, culture, religion, gender and ability. We recognise the dignity and value of each person made in the

image and likeness of God. We strive to provide an inclusive environment responsive to the needs of all, including members of the travelling community, refugees, foreign nationals or children with special needs. We aim to promote equity in all areas and to strive to provide extra support for any child with a learning disability or any learning difficulty.

The school accepts that some parents may not wish their child to be educated in the Catholic faith. The school will respect a parent's view in this regard.

Our curriculum aims to enable each child:

- **To live a full life as a child and to realise his or her potential as a unique individual.**
- **To develop as a social being, through living and co-operating with others and so contribute to the good of society.**
- **To prepare for further education and lifelong learning.**

We aim to provide quality-learning experiences that are engaging, enriching and stimulating through a broad, balanced and relevant curriculum. Pupils do their best, respecting others and the school environment. Parents/Guardians encourage and positively support their child to behave in this manner. The Principal and teachers continue to make the school a centre of excellence in which high professional standards are maintained. Whole school policy development in curricular, administrative, organisational and pastoral areas will be central. This will involve regular reviews of policy and practice. Teachers lead the learning experience through good classroom management, the positive application of rules and the encouragement of each child to respect and follow the school's Code of Behaviour.

All school partners will strive to ensure a happy and safe environment exists for our pupils. Clocha Rince NS will continue to nurture and grow our pupils with a special interest in sport, music and Informational Technology. Information and Communication Technology and Digital Learning will be central to the learning experiences in our school. The pupils will be guided to an awareness

and concern for our environment. The Green Schools initiative will be fostered through the school's Green School's Committee and the promotion of our Green Code.

The school views itself as an integral part of the parish and in partnership with parents seeks to nurture the Catholic faith through religious education, preparation for the Sacraments and through the ethos of the school. Religious education is provided for the pupils in accordance with the doctrine and tradition of the Catholic Church. Prayer is a feature of the school day and pupils are given opportunities to participate in liturgical celebrations arranged by the school. The school models and transmits a philosophy of life inspired by belief in God and in the life, death and resurrection of Jesus Christ. The policies, practices and attitudes of the school are inspired by Gospel values. Christ, Mary and St. Brigid are a familiar and attractive reality for the pupils and staff and are admired as the exemplars of the values.

We value most highly our relationship with parents and the local community and seek to continue to work with all school partners in our mission. We strive to foster a sense of community between management, teachers, parents and pupils and a sense of insertion into the wider community of the parish. The pupils are encouraged to participate in appropriate parish activities. We hope that the pupils will gradually acquire a sense of the Universal Church whose concern extends to all peoples.

The school is a learning community. We promote and value lifelong learning for all. We urge all the school partners to work together, in good faith, to reinforce the shared values of home and school.

General School Rules

- Pupils are expected to wear the adopted school uniform of black with yellow polo shirt.
- Pupils must line up at main door or Junior Infant door at 9:05am when the bell will signal assembly period. Pupils may enter the school and must go straight to their classroom. Teacher permission may be requested to visit the school library. All classes begin at 9:15am. Pupils arriving at or after 9:15am must be accompanied into the school office by a parent/guardian.
- The school day ends for pupils in Junior and Senior Infants at 2pm. Please consult school policy on collection and dropping off of pupils.
- The school day ends at 3pm for all other pupils. Please consult school policy on collection and dropping off of pupils.
- A school calendar is issued before the beginning of the school year which will outline planned school closures during the year. The school calendar is subject to change and such changes will be communicated to the parent body and staff at the earliest possible opportunity.
- Every absence from school or early collection must be explained by a written note. This will allow the school record the accurate reason for absence when making returns to the National Educational Welfare Board. Please consult the school's 'Attendance Policy'.
- Pupils who are ill must not be sent to school. Pupils who are ill may pass on their illness to other pupils/staff. Keeping your child at home will enable him/her to rest and become well more quickly.
- All injuries will be dealt with as outlined in the school's 'Injuries Policy'

- The school encourages the wearing of appropriate clothing/jewellery. Make-up should not be worn in school. A pupil may be asked to remove inappropriate jewellery and/or change inappropriate clothing.
- Parents/Guardians wishing to meet a teacher must do so by appointment only. Parents/Guardians must not approach their child's classroom. All visitors, including parents/guardians must report to the school office or the Principal (if secretary is not present) Please consult the school's health & Safety Policy regarding the 'Collection and dropping off of children'.

Behaviour in the School

- Respect for each other is the corner stone of our Code of Behaviour. Pupils, school staff and visitors to our school should display mutual respect to each other. Our 'School Pledge' will be recited each morning and evening at prayer time.

**'I will treat other the way I would like to be treated,
No one should ever feel left-out, unwanted or defeated.
I'll always be thoughtful, I'll always be true,
I'll stand up for myself and also for you'.**

- Our school encourages '**kind words, kind hands and kind feet**'.
- All forms of bullying are strictly forbidden. (Please consult the school's anti-bullying policy appended to this document.)
- Gangs are not permitted.
- Nicknames are not permitted.
- Bad language, improper gestures, answering back and sulky and/or cheeky behaviour are forbidden. Pupils must follow direction respectfully.

- Pupils should move quietly and in an orderly manner when walking around the school corridor or building. Silence in the school corridor during class time is requested to ensure minimal disruption to other classes and patrons of our library.

- Kicking, Biting, hitting, tripping, spitting, pushing, throwing objects of any kind, pulling clothes, carrying others on ones back, wrestling, name-calling, racist remarks, rough play or rough games and mess fighting of any kind or any behaviour that impacts negatively on others is forbidden.

- Pupils are encouraged to assist in keeping the school building and grounds tidy at all times. All litter must be disposed of in the appropriate bins provided. This develops a communal sense of pride and belonging.

- All lunches will be eaten in the classroom. Please see our ‘Healthy Lunches Policy’.

- Smoking is strictly forbidden in the grounds by staff/pupils/parents/visitors.

- Mobile phones and other electronic equipment are not permitted in the school. If a pupil takes a mobile phone to school it must be handed to the teacher for the day for safekeeping. Toys may not be brought to school unless permitted by the classroom teacher. (Please see the school’s mobile Phone and Electronic Equipment Policy)

Classroom Behaviour

The management of classroom behaviour is primarily a matter for the classroom teacher who will draw up rules appropriate for the age level of the children. However, the following rules apply in all classes:

- All teacher and/or SNA instruction must be followed respectfully.
- If a teacher has to leave a classroom for any reason, pupils must continue to remain seated and working silently. This behaviour supports the safe and healthy environment for our pupils.
- Pupils should request permission before leaving the classroom. This ensures teacher is aware of the whereabouts of all pupils in her/his charge.
- Pupils should show their hand to ask questions and/or talk in class. This ensures there is orderly communication where respect is awarded to all pupils and to the teacher/SNA.
- Pupils should walk at all times while inside the classroom and/or school building. This rule will support a safe classroom environment.
- All work should be completed to the best of the pupil's ability and written exercises should be neatly presented.
- Homework & Homework Journals should be checked and signed by parents/guardians each night. A note from parents/guardians is expected to excuse homework not being completed.
- Pupils should keep their property and classroom tidy. This fosters a sense of community and pride in one's class and classroom.

- Pupils should not take any person's property without the owner's permission.
- Pupils should use appropriate language while in the classroom and on the school premise. This fosters our ethos of mutual respect.
- Pupils should ensure that they have all the necessary books and utensils with them every day. This will ensure that there is no unnecessary disruption to the pupil's learning and/or the teacher's plans.
- Pupils should make visitors feel welcome and respected. This creates a warm, welcoming atmosphere in our school.
- At the end of each school day, chairs should be placed on the desk and floor area and desk tidied. This allows orderly cleaning of our classrooms and prevents accidents.

Behaviour in the School Yard

- The instructions of the yard supervisor should be respected and obeyed at all times. This instils a respect for authority and helps create a safe environment for our pupils.
- Pupils should not enter the school building at break-time without the permission of the yard supervisor. When pupils are inside the school building during yard time, they are not supervised. There is a greater chance of an injury occurring when there is no adult supervision. Yard supervisors provide cards to allow the pupil inside to visit the toilet. This allows the staff to keep track of such pupils.
- Pupils are not permitted at the front of school building. The front of the school building is not supervised by the yard supervisor on a continual basis.
- Pupils should not leave the school grounds unless directed to do so by the yard supervisor.

- Food is not permitted in the school yard.
- Pupils do not ‘own games’. Any pupil should be permitted to join any game at any time. This fosters mutual respect and friendship amongst our pupils.
- Pupils should respond immediately to the school bell by ending their play and walking to their class lines where they will be supervised by the yard supervisors until the class is escorted by their teacher.
- Climbing of items other than the Playground Climbing Frames is not permitted as a fall can result in a serious accident.
- Riding of bicycles, skates, skateboards, buggies, karts and wheelie shoes are not permitted as they pose a risk to the pupil and other pupils.
- Children should play in a manner which is respectful of others and not expressly harmful to themselves or another person.
- Pupils are not permitted to walk on the stone flower beds. This fosters a sense of communal responsibility, belonging and pride in our school.
- Pupils should report any difficulties and/or poor behaviour to the yard supervisor. The Yard supervisor may record an incident in their Yard Book. This will be passed on to the Principal who will speak to the pupils concerned about their behaviour.

Behaviour during Wet Breaks

- Pupils should remain in their classroom or area designated by the teacher or break supervisor. This ensures that the pupils are adequately supervised by the supervising team.
- Pupils should follow classroom rules during wet breaks as would be done during class time.

- Pupils should tidy up and put games etc. away correctly once the bell has rung to signal end of break.
- Pupils should return to their seats and wait for the teacher to return to class.

Tarmac Rules

- Pupils are not permitted at the front of the school as there is no continual supervision in this area.
- Pupils should be mindful that the tarmac is also a car park and should assist the supervisors in ensuring the gates remain closed.
- Pupils should not walk on the stone flower beds.
- Pupils playing football must play with a soft football. If a soft ball strikes a pupil, it will not cause the same level of injury as a harder football would.
- Pupils should not kick pass a ball against the school wall nor onto the school roof. This will help ensure that a school window and/or slates will be broken.
- Pupils should not climb on the oil tank wall nor play behind the oil tank. Pupils who play behind the tank cannot be adequately supervised.
- Pupils are not permitted on the grass area during wet weather. The grass area can become wet and muddy during this period. The mud is then transferred onto the school interior flooring which mars the school interior and creates a heavier workload on our cleaners.

Behaviour in the School Hall

- All pupils should walk quietly from their classroom to the hall. A noisy pupil/class will disrupt other classes and will disrupt patrons in our library.
- Pupils should be lead quietly into the hall by the class teacher and assemble on the centre yellow circle and await their teacher's instructions.
- Pupils are not permitted in the school hall without the presence of a class teacher. Pupils must enter the hall after their teacher. Pupils should wait for their teacher at the hall door before entering.
- Pupils should not sit on the sideline while observing a game and must not stand on the chairs benches or other equipment.
- Pupils are not permitted to use the punchbag unless permitted by the class teacher.
- Pupils are not permitted into the PE Store. This is for staff members only.
- After each lesson, pupils should line up and quietly follow their teacher back to the classroom.

Behaviour on the Field to Rear of School

- Pupils are only permitted on the field when grass is reasonably dry and permitted by the principal. This ensures that mud is not transferred onto the interior floors.
- Pupils are not permitted to leave the field area beyond the boundary fencing.

- Pupils may not pick up and/or play with sticks. Sticks can cause a serious injury to the pupil and/or other pupils.
- Pupils may be requested not to play in the ‘tree area’ if it is deemed that the foliage is such that the pupil cannot be effectively supervised.
- Pupils should not climb and/or swing from goal posts.
- Pupils should request permission from the yard supervisor to fetch a ball in the neighbouring field. The stile must be used for this purpose.

Behaviour during Team Sports - Practices and Match Situations

- Pupils should use appropriate language.
- Pupils should be supportive and encouraging of all team members at all times. This fosters good sportsmanship and goodwill among our pupils.
- Pupils should strive to perform to their best ability at all times.
- Pupils should respect the decisions of the team mentor and the referee without question or comment. The referee is an authoritative figure and should be respected as such.
- Pupils should act in a sporting manner at all times which fosters an atmosphere of respect and encouragement.
- Physical and/or verbal assault against anyone is not permitted at any time. The physical striking of another is a serious incident and such behaviour will lead to a serious reprimand.

- Pupils should be welcoming and sporting to all visiting team members and supporters.

- Pupil's behaviour should be of the highest standard while visiting other venues.

- School supporters must use appropriate language, should behave in a sporting manner and should be aware that the school code applies during all school activities, inside and outside the school.

Sanction – Pupils failing to act in a sporting manner towards their own team members and/or others will be immediately removed from the pitch.

Implementation of the Code

This code will be implemented in good faith and with utmost impartiality by the school teaching staff and school authorities.

Parents, when accepting a place for their child in Clocha Rince NS, will sign their acceptance of this code and all school policies and pledge to support the implementation of this code and support the school staff and school authorities in all matters relating to the implementation of this code and all school policy.

Positive Reinforcement of Good Behaviour

Encouragement is vital to success and achievement in a pupil's life. The school aims to encourage and promote good behaviour, effort and the development of a happy and healthy lifestyle, and thus marginalise bad behaviour.

Good behaviour is learned through positive reinforcement and therefore it is essential that good behaviour is praised and seen to be rewarded.

This may be done in the following ways:

- Praise – in written and/or verbal form.
- Friendly gestures of acknowledgement – handshake, greeting or a round of applause
- Extra Privileges – granted to those who behave well.
- Awarding of stamps, stickers and other prizes as appropriate
- Pupil of the Day
- Assembly Certificates and entry into the 'Golden Book'
- Principal's Assembly Award and Certificate
- Homework off privileges
- Awarding of prizes

Sanctions for Misbehaviour

Sanctions deemed fair and appropriate may be applied. Sanctions will be appropriate to age and the developmental stage of the pupil. Sanctions will be fair. It is important that our pupils understand the purpose of the sanction as applied. Sanctions will be explained to our pupils and the pupil will be

guided to understand the consequences of his/her misbehaviour and how to behave when they next encounter a similar situation.

Where an individual management plan exists for a pupil, flexibility will be shown vis-a-vis the implementation of the code. However, where there is a case of gross misbehaviour or repeated instances of serious misbehaviour when the safety and duty of care to pupils and staff is an issue, the code will take precedence. Such matters will be determined by the Principal.

The following sanctions may be used for behaviour contrary to the code;

- Pupils will be instructed to apologise for their misbehaviour.
- Reprimand – altering of seating arrangements
 - Separation from peers
 - Withdrawal of privileges
 - Detention (see below)
 - Time-out
 - Note home
 - Lines or extra work
 - Complete written assignment detailing pupil's part in the incident of misbehaviour
 - Forfeiting of trip/event

 - Referral to Principal
 - Formal record of misbehaviour on pupil file.
 - Other sanctions as deemed appropriate by the class teacher and/or Principal.

- Poor yard behaviour may be entered in the 'Yard Book' which will be reported to the Principal.

Detention

Clocha Rince NS does not detain pupils outside school hours. The class teacher and/or Principal may detain a pupil in the classroom during break-time. During this time the pupil will complete curricular exercises or may be asked to repair/clean damaged property or other activity as determined by the class teacher and/or Principal. Teachers are asked to ensure that detained pupil gets a minimum 20 mins recreation break i.e. Break Detention will not last longer than 10 mins during Big Break. Detained pupils will be supervised by the classroom teacher and/or Principal.

A pupil may be sent on supervised yard with a yard supervisor. This may entail accompanying the yard supervisor for a part/whole break or being requested to remain seated in a specific area of the yard.

Applying Sanctions for Misbehaviour Outside School

Sanctions may be applied by the school for misbehaviour outside the school where there is a clear connection with the school and a demonstrable impact on its work before the code of behaviour applies.

Applying Sanction to Misbehaviour by a pupil with a Special Need

When considering sanction for misbehaviour of a pupil with a special need the school will consider any individual management plan which exists for that pupil and flexibility will be applied in the context of the behavioural management plan when considering the sanction.

Flexibility will also be applied to pupils with a special need, who do not have a behavioural management plan, in the context of applying the code for misbehaviour by that pupil.

However, where there is a case of gross misbehaviour or repeated instances of serious misbehaviour when the safety and duty of care to pupils and staff is an issue, the code will take precedence. Such matters will be determined by the Principal.

Sanctions for Serious Misbehaviour including Bullying Behaviour (please see Anti- Bullying Policy at end of this document)

All incidents of serious misbehaviour will be referred to the Principal. The Principal will determine if the incident referred constitutes a serious misbehaviour and sanctions will be applied accordingly. Sanctions may include;

- Reprimands including any of the sanctions listed above.
- Pupils will be instructed to make a sincere apology for their actions. Failure to do so in a sincere manner will constitute a further serious misbehaviour.

- Pupils will be asked to give a verbal and/or written assurance that the behaviour will not re-occur.
- Parents/Guardians may be asked to meet formally with the class teacher and/or Principal following a serious misbehaviour.
- Recompense may be sought from parents/guardians for damage, loss of property or theft of property.
- Serious misbehaviour will be recorded on the pupil's file.
- Replacement of pupil – the pupil is withdrawn from class and will spend a period of time, as determined by the Principal, in another classroom. Work will be set for the pupil.
- Suspension in accordance with Rule 130 in the Rules for National Schools as amended by Circular 20/90.
- Expulsion in accordance with Rule 130 in the Rules for National Schools as amended by Circular 20/90.

Suspension

The sanction of suspension requires the pupil to absent himself/herself from the school for a specified, limited period of days. During the suspension period the pupil retains their place in Clocha Rince NS.

Suspensions can provide a respite for staff and the pupil, give the pupil time to reflect on the link between their action and its consequences and give staff time to plan ways of helping the student to change unacceptable behaviour.

The Principal may suspend a pupil for a period of 3 days and/or a period of 5 days with the approval of the Board of Management. A pupil may be suspended for a maximum period of 10 days by the board of Management for serious incidents. Whereby the cumulative total of days reaches 20 days the suspension will be subject to a review by the BoM.

Grounds for Suspension

Suspension should be a proportionate response to the behaviour that is causing concern. Normally, other interventions will have been tried before suspension, and school staff will have reviewed the reasons why these have not worked. The decision to suspend a pupil requires serious grounds such that:

- The pupil's behaviour has had a seriously detrimental effect on the education of other students.
- The pupil's continued presence in the school at the time consults a threat to safety of pupils or staff.
- The pupil is responsible for serious damage to property.

A serious incident of serious misconduct may be grounds for suspension.

Before suspending a pupil the Principal/staff/BoM should reflect on the nature and seriousness of the behaviour, the context of the behaviour, the impact of the behaviour, the interventions tried to date (where applicable), whether suspension is a proportionate response and the possible impact the suspension will have on all concerned. (consult pg 72 of the NEWB 'Developing a Code of Behaviour – Guidelines for Schools')

Forms of Suspension

Suspension may take the following form;

- **Immediate Suspension** – The Principal may consider an immediate suspension to be necessary where the continued presence of the student in the school at the time would represent a serious threat to the safety of pupils or staff of the school, or any other person.
- **Automatic Suspension** – A decision may be reached, as part of the school’s policy on sanctions, and following consultation by the Principal and/or BoM with the teachers and parents, that particular named behaviours incur suspension as a sanction.
- **Rolling suspension** – A pupil should not be suspended from school shortly after returning to school unless –
 - the pupil engages in serious misbehaviour that warrants suspension and
 - fair procedures are observed in full and
 - the standard applied to judging the behaviour is the same as the standard applied to the behaviour of any other student.

- Clocha Rince NS does not impose informal/unacknowledged suspensions. Any imposed withdrawal of a pupil from attendance for part or full school day is a suspension and will be treated as such. All guidelines will be followed accordingly. Clocha Rince NS does not impose open-ended suspension. All suspension periods will be clearly decided upon and communicated to the pupil, parents and staff.

Fair Procedures in Respect of Suspension

Fair Procedure will be followed in relation to all suspensions. The two essential parts to fair procedure are

- **The right to be heard**
- **The right to impartiality**

The **right to be heard** means:

- The right to know that the alleged misbehaviour is being investigated.

- The right to know the details of the allegations being made and any other information that will be taken into account.
- The right to know how the issue will be decided.
- The right to respond to the allegations
- Where the possible sanction is of a serious nature, the right to be heard by the decision making body (may be the Board of Management or the Principal or Principal and member of teaching staff)
- Where the possible sanction is of a serious nature, the right to ask questions of the other party or witnesses where there is a dispute about the facts.

The **right to impartiality** means:

- The right to an absence of bias in the decision maker
- The right to impartiality in the investigation and the decision making.

Fair procedure does not demand the formality of a courtroom. The level of formality for a 3 day suspension is less than for a longer suspension or expulsion. (Wright v Gorey Community School – High Court 2000)

Implementing the Suspension

When the sanction of suspension is to be imposed the Principal will notify the parents in writing of the decision to suspend. The letter will confirm

- The period of suspension and the dates on which the suspension will begin
- The reasons for the suspension
- Any study programme to be followed
- The arrangements for returning to school, including any commitments to be entered into by the pupil and parents (for example, the parents might be asked to reaffirm their commitment to the code of behaviour.
- The provision for an appeal to the Board of Management
- The right to appeal to the Secretary General of the Department of Education and Skills. (Education Act 1998, Section 29), where the total no. of days exceed 20 days. A Section 29 Appeal must be

made within 42 calendar days from the date the decision of the school was notified to the parent.

The school will make allowances for parents with reading difficulties and/or language issues in the communication of the letter to them, once parents inform the school of such needs.

Grounds for Removal of a Suspension

A suspension may be removed by the Board of Management if the Board decides for any reason that the suspension should be removed or if the Secretary General of the Department of Education and Skills directs that it be removed following an appeal under section 29 of the Education Act 1998.

After the Suspension Ends

The period of suspension will end on the date given in the letter of notification to the parents about the suspension.

Reintegrating the pupil

Clocha Rince NS will make every reasonable effort to ensure that the pupil takes responsibility for catching up on work missed and will make every reasonable effort to assist the pupil in this regard.

The pupil will be monitored by the class teacher and Principal to help ensure any feeling of anger and/or resentment does not lead to further problem behaviour.

Clean Slate

As is standard practise in Clocha Rince NS, the pupil will be made aware that they have a clean slate in the eyes of the school teaching staff and should work to build on this opportunity for a fresh start. A record is kept of the behaviour and any sanction imposed though once the sanction has been completed the school should expect the same standard of behaviour of this student as of all other students.

Records & Reports

Written/Typed records will be kept of

- The investigation
- Decision-making process
- Decision and rationale for the decision
- Duration of the suspension and conditions attaching
- Principal's report to the Board of Management
- Report to the NEWB if suspension is for 6 school days or more in any school year.
- A note of the behaviour and sanction will be added to the pupil's Office file by the Principal and a note will be added to the Classroom file by the class teacher.

Appeals

Parents may appeal a decision of the Board of Management to suspend under Section 29 of the Education Act 1998. Parents will be directed to the DES website www.education.ie for current guidance in this area.

Expulsions

A pupil is expelled from Clocha Rince NS when the Board of Management makes a decision to permanently exclude him/her from the school, having complied with the provisions of the Education (Welfare) Act 2000.

Authority to Expel

The Board of Management has the authority to expel a pupil from Clocha Rince NS. This authority rests only with the Board of Management.

Grounds for Expulsion

The Board of Management of Clocha Rince NS may decide to expel a pupil for what they view as an extreme case of unacceptable behaviour. Clocha Rince NS will not expel a pupil unless significant steps have been taken to address the misbehaviour and will take steps to avoid the expulsion of a pupil by

- Meeting with the parents and the pupil to try find ways of helping the student to change their behaviour. A Behaviour Management Plan will be formulated and implemented by the school. This plan will be formulated in consultation with the parents and where appropriate, with the pupil. Such a plan must receive support of teachers, parents and the pupil involved.
- Making sure the pupil understands the possible consequences of his/her behaviour, if it should persist.
- Ensuring all other possible options has been tried.
- Seeking the assistance of the relevant support agencies.

A proposal to expel may be made if serious grounds exist whereby

- The pupil's behaviour is a persistent cause of significant disruption to the learning of others or to the teaching process.
- The student's continued presence in the school constitutes a real and significant threat to safety.
- The student is responsible for serious damage to property.

The grounds for expulsion may be similar to the grounds for suspension. In addition to factors such as the degree of seriousness and the persistence of the behaviour, the key difference is that when expulsion is considered in Clocha Rince NS, a series of other interventions will have been tried and the Board of Management believe they have exhausted all possibilities for changing the pupil's behaviour.

Automatic Expulsion – Expulsion for a first offence

The Board of Management may impose the sanction of expulsion for the following offences;

- A serious threat of violence against another pupil or member of staff or visitor to the school.
- Actual violence or physical assault
- Supplying illegal drugs to other students in the school
- Sexual assault
- An action which results in the intentional serious injury or death of another pupil or member of staff or visitor to the school.

Determining the appropriateness of expelling a student

The Board of Management will undertake a detailed review of a range of factors in deciding whether to expel a student. The Board will consider the factors as outlined on pg 82 of ‘Developing a code of Behaviour: Guidelines for Schools’.

Procedures in respect of expulsion

The Fair procedures based on the principles of natural justice as outlined in the section of this document dealing with suspension apply.

Where a preliminary assessment of the facts confirms serious misbehaviours that could warrant expulsion, and/or persistent misbehaviour that result in the persistent disruption to learning and/or property that could warrant expulsion exist, the procedural steps will include: (pg.83 ‘Developing a Code of Behaviour – Guidelines for Schools, NEWB)

1. A detailed investigation carried out under the direction of the Principal.
2. A recommendation to the Board of Management by the Principal.
3. Consideration by the Board of Management of the Principal’s recommendation; and the holding of a hearing.
4. Board of Management deliberations and actions following the hearing.
5. Consultations arranged by the Educational Welfare Officer.
6. Confirmation of the decision to expel.

It is a matter for the Board of Management to decide which of the tasks in these procedural steps requires separate meetings and which tasks can be accomplished together in a single meeting. Parents will be given due notice of meetings and a fair and reasonable time to prepare for the Board hearing.

Appeals

Parents may appeal a decision of the Board of Management to expel under Section 29 of the Education Act 1998. Parents will be directed to the DES website www.education.ie for current guidance in this area.

Anti-Bullying Policy

Please also see the schools's Anti-Bullying Policy

