

Cód Iompair Scoil Naithí

Réamhrá

Rinne foireann Scoil Naithí athbhreithniú ar an gCód Iompair sa bhliain 2019. Chuaigh siad i gcomhairle leis an mBord Bainistíochta agus le Coiste na dTuismitheoirí.

Is é polasaí na scoile ná dea-iompar a chur chun cinn i gcónaí. Is fearr a fhoghlaimíonn páistí nuair a spreagtar agus nuair a mholtar iad agus nuair a thugtar aitheantas dá ndea-iompar. Tá sé níos éifeachtaí páistí a mholadh nuair is féidir ná mar atá sé iad a cháineadh nuair atá mí-iompar ar siúl acu. Mar chuid dár n-iarrachtaí chun dea-iompar a spreagadh tabharfar am ag cruinnithe foirne chun plé a dhéanamh ar an gCód Iompair. Tabharfar deiseanna d'fhoireann na scoile dea-iompar agus mí-iompar a phlé agus foghlaim óna chéile. Bainfidh múinteoirí úsáid as straitéisí éagsúla chun dea-iompar a chur chun cinn.

Réasúnaíocht

Rinne Bord Bainistíochta Scoil Naithí cinneadh athbhreithniú a dhéanamh ar an gCód Iompair chun a chinntiú go bhfuil na riachtanais dhlíthiúla agus na dea-chleachtais atá leagtha amach sa leabhar “Cód Iompair a Fhorbairt” (Treoirlínte i gcomhair scoileanna, foilsithe ag an mBord Náisiúnta Leasa Oideachais) á gcomhlíonadh againn. Leagann an tAcht Oideachais (Leas) 2000 amach na nithe ar leith a chaithfear a bheith san áireamh i gCód Iompair. De réir Alt 23(2) den Acht Oideachais (Leas) 2000 sonrú na nithe seo a leanas i gCód Iompair:

- na caighdeáin iompair a bheidh le hurramú ag gach mac léinn atá ag freastal ar an scoil
- na céimeanna a thógtar nuair a dhiúltaíonn páiste nó nuair a theipeann ar pháiste na caighdeáin iompair a chomhlíonadh
- na nósanna imeachta a bheidh le leanúint sula bhféadfar mac léinn a chuir ar fionraí nó a dhíbirt ón scoil
- na forais/cúinsí ina gcuirtear deireadh le fionraí ar pháiste, agus
- na nósanna imeachta a leanfar nuair atá páiste as láthair ón scoil (aischuir chuig an nGníomhaireacht um Leanaí agus an Teaghlach (TUSLA)).

Cur chuige uile scoile chun dea-iompar a spreagadh

Is ar an bPríomhoide agus ar an mBord Bainistíochta atá iomlán freagrachta i leith cur i bhfeidhm an Chóid Iompair agus monatóireacht rialta a dhéanamh air. Tá gach múinteoir freagrach as an smacht ina seomra ranga féin agus freagrach i gcomhpháirt leis na múinteoirí eile as ord agus eagar, agus dea-iompar ar fud na scoile. Tá gach múinteoir freagrach chomh maith as cúrsaí smachta nuair atá siad ar dualgas clóis agus nuair atá maoirseacht ar siúl acu ag ócáidí atá eagraithe ag an scoil. Tugtar deis do thuismitheoirí agus do bhaill eile de phobal na scoile moltaí agus smaointe a chuir go foirmiúil chuig an mBord Bainistíochta don Chód Iompair nuair atá athbhreithniú á dhéanamh air. Is féidir é seo a dhéanamh trí ionadaithe na dtuismitheoirí ar an mBord Bainistíochta nó labhairt go díreach leis an bPríomhoide. Tuigeann an scoil an tábhacht a bhaineann le tacaíocht agus comhoibriú na dtuismitheoirí i gcur i bhfeidhm an Chóid Iompair. Baineann an Cód Iompair le gach páiste agus bíonn sé i bhfeidhm i gcónaí i rith am scoile agus ag aon imeacht atá eagraithe ag an scoil.

Tabharfar deis do gach múinteoir nua an Cód Iompair a léamh agus pléifear é ag an gcéad chruinniú foirne ag tús na scoilbhliana. Tabharfar cóip den Chód Iompair do gach ball foirne agus do thuismitheoirí nuair atá siad ag clárú a bpáiste sa scoil. Glacann na tuismitheoirí/caomhnóirí (le síniú) leis an gCód Iompair agus iad ag glacadh go foirmeálta le háit dá bpáiste sa scoil.

Cabhraíonn moladh agus spreagadh le féinsmacht an pháiste. I Scoil Naithí cuireann muid níos mó béime ar aitheantas a thabhairt do dhea-iompar seachas pionós a chur chun dea-bhéasaí agus caighdeán ard foghlama a bhaint amach. Ó am go chéile cuirfear pionós lena léiriú don pháiste nach Ní phléitear pionós aon pháiste le duine ar bith eile ariamh.

nglacfar leis an gcoir/leis an ndroch-iompar. Nuair a chuirtear pionós ar pháiste ba cheart go dtuigfeadh an páiste nach nglacfar leis na droch mhí-iompair agus gurbh í an choir atáthar á lochtú.

Fealsúnacht na Scoile

Is Gaelscoil í Scoil Naithí a bhfuil oideachas iomlán an pháiste trí mheáin na Gaeilge mar phríomhaidhm aici. Tá an scoil faoi phátrúnacht an Ardeaspaig Chaitlicí, agus feidhmíonn an scoil faoi ghnáthrialacha na Roinne Oideachais agus Scileanna. Curaclam páiste-lárnach atá i bhfeidhm a aithníonn luach agus éagsúlacht gach páiste agus a chuireann ar a chumas an fhorbairt iomlán is dual dó/di a dhéanamh mar pháiste, agus ina shaol sa tsochaí. Tá sé mar aidhm againn timpeallacht shuaimhneach a chruthú ina ndéantar cúram d'fhorbairt intleachtúil, fhisiciúil, chultúrtha, mhorálta, spioradálta, shóisialta agus mhothúchánach an pháiste. Déantar dea-luachanna Críostúla a chothú. Creidimid go bhfuil comhoibriú, dea-bhéasaí agus dea-iompar riachtanach d'éifeacht na scoile agus d'fhorbairt agus dul chun cinn na bpáistí. Spreagtar páistí i ngach gné den chultúr gaelach: teanga, cluichí, damhsa agus traidisiúin. Tá rannpháirtíocht agus tacaíocht na dtuismitheoirí mar chuid thábhachtach de shaol na scoile.

An Ghaeilge

Is í an Ghaeilge teanga labhartha na scoile. Déantar an-iarracht na páistí a spreagadh le Gaeilge mhaith a labhairt agus a bheith bródúil aisti. Caithfidh gach páiste Gaeilge a labhairt sa seomra ranga, sa chlós, i dtimpeallacht na scoile agus ar ócáidí a bhaineann le cúrsaí scoile (i.e. turais, cluichí, comórtais, sacraimintí, srl.). Má bhristear an riail seo X3 i tréimhse faoi leith atá deimhnithe ag an múinteoir ranga leis an rang (ag braith ar aois, leibhéal agus caighdeán an ranga- mí, coicís nó seachtain a bheidh i gceist agus déanfar idirdhealú ar pháistí nuair is gá) déanfar ainm an pháiste a chlárú sa Chóipleabhar Béarla a bheidh in oifig an Phríomhoide. Labhróidh an príomhoide leis an bpáiste. Má tá ainm an pháiste sa Chóipleabhar Béarla, tugann an príomhoide cárta bán dóibh (nó cárta cuí ag braith ar na cártaí atá ag an páiste cheana féin). Leantar na céimeanna a bhaineann le mion mhí-iompar/mí-iompar dáiríre (ar fáil sa pholasaí seo). Má chláraítear páiste sa Chóipleabhar Béarla X3 laistigh de mhí/leath-théarma/téarma (arís ag braith ar aois, leibhéal agus caighdeán an ranga), eagrófar cruinniú le tuismitheoirí an pháiste chun plean a chur i bhfeidhm dóibh.

Gaol idir Fealsúnacht na Scoile agus an Cód Iompair

Cruthaíonn gníomhartha agus iompar gach duine sa scoil atmaisféar na scoile. Bíonn tionchar suntasach ag iompar na ndaoine fásta i saol an pháiste ar iompar an pháiste. Bíonn Cód Iompair an-éifeachtach nuair a bhíonn daoine díreach agus oscailte lena chéile agus nuair a bhíonn comhoibriú ann idir an fhoireann, na tuismitheoirí agus na páistí. Tá sé tábhachtach go bhfuil tuiscint ag na páirtneoirí ar fad ar an gcaighdeán iompair atá ag teastáil sa scoil agus na céimeanna a leantar nuair a bhristear na rialacha. Cabhraíonn sé seo timpeallacht shíochánta a chruthú, áit gur féidir le daoine oibriú go héifeachtach.

Dualgais na Rannpháirtithe i leith an Chóid Iompair

Dualgais an Bhord Bainistíochta

- Scoil agus timpeallacht scoile shábháilte agus chompordach a chur ar fáil.
- Tacaíocht a thabhairt don Phríomhoide/don fhoireann i gcur i bhfeidhm an Chóid Iompair.
- An Cód Iompair a dhaingniú.

Dualgais an Phríomhoide

- Atmaisféar dearfach oideachasúil a chur chun cinn sa scoil.
- Déanamh cinnte de go gcuirtear an Cód Iompair i bhfeidhm ar bhealach atá cóir, cothrom agus comhsheasmhach.
- Athbhreithniú ar an gCód Iompair a eagrú nuair is gá.

Dualgais an Mhúinteora

- Tacú le Cód Iompair na Scoile agus é á chur i bhfeidhm.
- Timpeallacht shábháilte a chur ar fáil do gach páiste áit gur féidir leo dul i mbun oibre.
- Aitheantas agus moladh a thabhairt don pháiste nuair a dhéanann sé/sí obair mhaith.
- Obair scoile an mhúinteora a réiteach agus a ullmhú agus obair na bpáistí a cheartú.
- Aitheantas a thabhairt do bhuanna éagsúla na bpáistí agus freastal ar riachtanais gach páiste.

- A bheith béasach, cóir agus cothrom le páistí agus le pobal na scoile.
- Déanamh cinnte de nach dtugtar deis do pháistí cur isteach ar obair an ranga.
- Déileáil go cuí le mí-iompar páistí (de réir Chód Iompair na Scoile).
- Eachtraí smachta/mí-iompair a chlárú ar Aladdin agus córas na gcartaí a úsáid más gá. Mí-iompar dáiríre agus tromchúiseach agus bulaíocht a chlárú ar Aladdin agus córas na gcartaí a úsáid. Déanamh cinnte de go bhfuil gach teagmháil le tuismitheoir cláraithe san fhilleán cuí.
- Dul i dteagmháil/i gcomhairle le tuismitheoirí nuair is gá maidir le hiompar a bpáiste.
- Tacú lena comh-mhúinteoirí/chomh-mhúinteoirí.
- Ceannasaíocht a ghlacadh ar iompar/smacht sa rang nuair atá cuairteoir/múinteoir eile ag múineadh/ag caint leis an rang.

Dualgais an Pháiste

- Freastal ar scoil go rialta agus go poncúil.
- Éisteacht leis an múinteoir agus glacadh le húdarás/comhairle an mhúinteora. Meas a thaispeáint ar gach ball de phobal na scoile.
- Meas a thaispeáint ar mhaoín na scoile agus ar mhaoín pháistí eile.
- Déanamh cinnte de nach gcuirfeadh a n-iompar aon pháiste eile i mbaol.
- Gan a bheith gránna nó ag glaoch ainmneacha ar pháistí eile agus gan a bheith ag eascaíní.
- Déanamh cinnte de go bhfuil an trealamh ranga/leabhair acu ar scoil i gcónaí.
- Aird a thabhairt ar rialacha scoile agus ar rialacha ranga.
- Gan cuir isteach ar pháiste eile d'aon ghnó agus gan bulaíocht a dhéanamh.

Dualgais an Tuismitheora/an Chaomhnóra

- Páistí a spreagadh le meas a bheith acu orthu féin, ar dhaoine eile agus ar mhaoín.
- Déanamh cinnte de go ndéanann na páistí freastal ar scoil go rialta agus go poncúil.
- Suim a léiriú agus tacaíocht agus spreagadh a thabhairt dá gcuid páistí lena n-obair scoile.
- A bheith eolach ar Chód Iompair na Scoile agus tacaíocht a thabhairt dó.
- Comhoibriú le múinteoirí nuair atá mí-iompar a bpáistí ag cur isteach ar dhaoine eile/ar an rang.
- An scoil a chur ar an eolas má tá aon fhadhb ag a bpáiste a chuirfeadh isteach ar dhul chun cinn nó ar iompar an pháiste.

Aidhmeanna an Chóid Iompair

Tugadh aird faoi leith ar riachtanais na scoile seo nuair a bhí an Cód Iompair á dhréachtú againn. Is é aidhm an Chóid seo ná timpeallacht a chruthú, áit ina bhfuil ord agus eagar a rachaidh chun sochar do phobal na scoile ar fad. I dtimpeallacht mar seo is féidir leis na páistí féinsmacht a fhorbairt, a bheith sábháilte agus dul chun cinn a dhéanamh i ngach gné dá bhforbairt. Déanann an Cód Iompair cur síos ar an iompar a bhfuil muid ag súil leis agus ar an mbealach inar féidir le pobal na scoile cabhrú le scoil dhearfach, éifeachtach a chruthú. Cuirfidh gach baill foirne an-bhéim ar dhea-iompar agus beidh cur chuige dearfach acu ar an iompar atá inghlactha sa scoil. Mar fhoireann, ba mhaith linn atmaisféar sona, socair a chur ar fáil, áit a bhfuil ord agus eagar agus smacht ciallmhar réasúnta. Bíonn muid i gcónaí ag súil le tacaíocht na dtuismitheoirí chun ardchaighdeán iompair a bhaint amach sa scoil.

Na príomhaidhmeanna:

- Timpeallacht fhoghlama dhearfach a chruthú le go mbeidh an scoil in ann feidhmiú go héifeachtach agus go mbeidh na páistí in ann dul chun cinn a dhéanamh i ngach gné dá bhforbairt.
- Iompar dearfach agus féinsmacht a spreagadh agus a mholadh, ag aithint go bhfuil difríochtaí idir pháistí agus go bhfuil orainn freastal a dhéanamh ar na difríochtaí sin.
- Atmaisféar a chruthú ina bhfuil meas ag daoine ar a chéile.
- Féinmheas, féinsmacht agus freagracht a chothú sa pháiste le dea-iompar a spreagadh.
- Sábháilteacht agus sástacht chuile dhuine i bpobal na scoile a chinntiú.

- Cabhrú le tuismitheoirí agus le páistí na córais agus na nósanna a bhaineann leis an gCód Iompair a thuiscint agus a dtacaíocht a fháil chun na córais seo a chur i bhfeidhm go héifeachtach.
- A chinntiú go bhfuil na córais ó thaobh rialacha, smachtbhannaí agus aitheantais curtha i bhfeidhm ar bhealach féaráilte agus comhsheasmhach i ngach rang sa scoil.
- Cur ar chumas na múinteoirí a gcuid oibre a dhéanamh gan trasnaíocht.

Treoracha ginearálta iompair

Aithníonn an scoil na difríochtaí a bhíonn ann idir pháistí agus an gá atá ann déileáil leis na difríochtaí seo. Táthar ag súil go n-iompródh gach páiste iad féin ar bhealach freagartha ina leith féin agus i leith daoine eile agus go mbeidh siad béasach, tuisceanach, múinte agus fírinneach lena chéile agus le daoine fásta. Ní ghlacfar le h-iompar a chuireann isteach ar shábháilteacht nó ar chearta páistí eile. Caithfear meas a thaispeáint don duine aonair, do mhaoín an duine aonair agus do mhaoín na scoile. Táthar ag síúl go ndéanfaidh gach páiste freastal ar an scoil go rialta agus go mbeidh siad in am. Táthar ag síúl chomh maith go ndéanfaidh gach páiste a ndícheall le hobair scoile agus le hobair bhaile.

Caithfear rialacha na scoile a chur i bhfeidhm go héifeachtach ar fud na scoile. Déantar cinnte de go bhfuil rialacha na scoile ar eolas ag gach páiste sa scoil. Tá rialacha na scoile scríofa sa dialann obair bhaile agus sa Chód Iompair. Ag tús na scoilbhliana tá sé de dhualgas ar gach páiste ó Rang 1-Rang 6 na rialacha a léamh sa bhaile lena dtuismitheoirí agus iad a shíniú. Déanann gach múinteoir ranga na rialacha a phlé leis na páistí ag tús na scoilbhliana agus ag tús gach téarma. Pléitear agus déantar daingniú ar rialacha na scoile ag an tionól chomh maith. Pléitear na rialacha go minic leis na Naíonáin Bheaga agus Mhóra. I gcás páistí le riachtanais speisialta go bhfuil deacracht acu na rialacha a thuiscint déanann an múinteoir ranga teagmháil leis na tuismitheoirí agus iarrtar orthu dul siar ar na rialacha leo sa bhaile. Chomh maith leis seo lorgaíonn an múinteoir ranga cabhair ó na múinteoirí tacaíochta foghlama chun daingniú a dhéanamh ar rialacha na scoile leis na páistí seo.

Iarrtar ar gach rang a gcuid rialacha féin a dhréachtú, rialacha atá oiriúnach d'aois agus d'aibíocht na bpáistí sa rang sin. Tugtar cuireadh do gach páiste a bheith páirteach i ndréachtú na rialacha agus déantar iarracht na rialacha a choinneáil simplí, oiriúnach don aois ghrúpa agus scríofa i dteanga atá simplí agus dearfach. Déantar na rialacha a phlé go minic ach go háirithe sa rang OSPS (Féach Fig 2.1).

Bulaíocht

‘Séard is bulaíocht ann ná bagairt nó ionsaí a dhéanann duine nó grúpa ar dhuine/ar dhaoine eile go leanúnach nó go rialta *nó eachtra amháin ar líne*. Is féidir leis an mbagairt seo a bheith ó bhéal, síceolaíoch nó fisiciúil. ‘Siad ionsaí fisiciúil, glaoch ainmneacha, imeaglú, sracaireacht, aonrú agus scigmhagadh na príomhchineálacha bulaíochta. Ní ghlacfar choíche le bulaíocht i Scoil Naithí agus beifear ag síúl le comhoibriú iomlán na dtuismitheoirí nuair atá an scoil ag déileáil le heachtraí bulaíochta de réir Pholasáí Frithbhulaíochta na scoile.

Fón póca

Ní cheadaítear fón cliste sa scoil ón scoilbhliain 2019/2020 ar aghaidh. Ní bheidh cead fón le ceamaire nó le ceangailt idirlín a bheith ar scoil. In iomthosca eisceachtúla, má bhíonn gá ag páiste fón póca a bheith acu, caithfear an fón a fhágáil múchta ar bhord an mhúinteora i rith an lae scoile. Sa chás seo caithfear nóta a fháil ó tuismitheoirí an pháiste:

- a) Ag tabhairt cead don pháiste fón póca múchta a bheith acu ar scoil
- b) Ag glacadh freagrachta as aon ní a d'fhéadfadh tarlú de bharr an fón a bheith ag an bpáiste ar scoil

Má dhéanann páiste neamhiontas den pholasáí seo tógfar an fón uaidh/uaithi agus beidh ar na tuismitheoirí an fón a bhailiú ó oifig an phríomhoide.

Straitéisí chun dea-iompar a spreagadh

- Déanfar cinnte de go bhfuil rialacha na scoile ar eolas ag gach páiste agus go rachfar siar orthu go rialta.
- Moladh ó bhéal ón mhúinteoir.
- Moladh scríofa ar obair an pháiste nó moladh scríofa sa dialann obair bhaile.
- Moladh os comhair an ranga.
- Beidh córas éigin i bhfeidhm ag gach múinteoir ranga in oiriúnt d'aois ghrúpa an pháiste (Córas ticéid, pointí, Class Dojo, srl. agus beidh duaiseanna cosúil le hoíche shaor ón obair bhaile, am órga, am breise sa chlós, srl. ar fáil mar spreagadh.)
- Bronntar pribhléid/freagracht speisialta ar an bpáiste nó ar an rang.
- Moladh ón bPríomhoide nó ó mhúinteoir eile.
- Aitheantas ag an Tionól. (Cártaí Maith Thú do pháistí aonaracha/an Béar Bán don rang/Corn na Gaeilge).
- An dea-iompar a chur in iúl do thuismitheoirí an pháiste.
- Ceartas aisíróch nuair is gá/cuí

Straitéisí chun cosc a chur ar mhí-iompar

Úsáidtear na straitéisí seo chun dea-iompar a spreagadh agus cosc a chur ar mhí-iompar. Braitheann an pionós a chuirtear ar pháiste ar an gcineál mí-iompar atá i gceist, ar na rialacha a briseadh agus ar aois an pháiste.

- Ceartú agus comhairle ón mhúinteoir
- Scarfar an páiste óna chomhscoláirí/óna chairde nó cuirfear é/í chuig rang eile
- Nóta scríofa ag an bpáiste faoin mí-iompar agus sínithe ag na tuismitheoirí
- Bainfear pribhléidí den pháiste
- Tabharfar obair bhreise don pháiste
- Coinneofar an páiste sa halla ag am lóin beag agus tabharfar obair bhreise dó/di
- Déanfaidh an múinteoir na drochbhéasaí/bulaíocht/mí-iompar leanúnach a chlárú ar Aladdin
- Tugtar cárta bán/buí/dearg don pháiste
- Déanfar teagmháil leis na tuismitheoirí
- Cuirfear fios ar an bPríomhoide/Príomhoide Tánaisteach
- Déanfaidh an Príomhoide/Príomhoide Tánaisteach teagmháil leis na tuismitheoirí
- Coinneofar an páiste istigh ag am lóin mór agus tabharfar obair bhreise dó/di. (Sa chás seo cuirfear tuismitheoirí an pháiste agus an Príomhoide ar an eolas roimh ré.)
- Má bhíonn an páiste ag labhairt i mBéarla cláraítear ainm an pháiste ar Aladdin cuirtear an Príomhoide ar an eolas. Má bhíonn ainm ar Aladdin dhá uair i rith aon téarma amháin cuirfear fios ar na tuismitheoirí
- Tuairisc don Bhord Bainistíochta ar an drochiompar
- Fionraí/díbirt on Scoil (de réir Riail 130 de na Rialacha le haghaidh Scoileanna Naisiúnta agus an Acht Oideachais Leas, 2000)
- Cuirfear na tuismitheoirí ar an eolas i bhfoirm scríofa agus eagrófar cruinniú foirmiúil leo

Ní chaillfidh an páiste amach ar aon ábhar curaclaim ach amháin ar chúiseanna Sláinte agus Sábháilteachta.

Rachaidh an múinteoir ranga i ngleic le mí-iompar an pháiste ar dtús. Déanfaidh an múinteoir plé ar iompar na bpáistí agus conas feabhas a chur air sna ranganna OSPS. Cuirfidh gach múinteoir ranga béim mhór ar dhea-iompar agus beidh sé mar aidhm acu moladh a thabhairt go minic chun dea-iompar a spreagadh sa rang. Nuair a theipeann ar na straitéisí thuas luaite nó nuair atá fíor dhrochiompar i gceist beidh sé riachtanach go ndéanfaidh an Príomhoide, na tuismitheoirí agus an Bord Bainistíochta déileáil leis.

Aladdin/An Filleán do Theagmháil le Tuismitheoirí/Caomhnóirí


Cláraítear gach teagmháil ar Aladdin agus coimeádtar gach nóta san fhilleán teagmháil le tuismitheoirí. Úsáidtear an fillteán seo chun taifead a dhéanamh ar gach cumarsáid/litreacha a thagann ó na tuismitheoirí. Coinneoidh an múinteoir cuntas ar iompar gach páiste agus déanfar gach droch-iompar a chlárú ar Aladdin.

Úsáidtear an córas Aladdin anseo i Scoil Naithí. Is córas sábháilte é a chlíonn leis na rialacha a bhaineann le RGCS. Ní féidir ach leis an múinteoir ranga atá ag do pháiste agus an príomhoide nótaí a scríobh/a léamh faoi chomhad Aladdin do pháiste. Ní féidir le aon duine eile iad a fheiceáil. Má fhreastalaíonn do pháiste ar oideachas breise is féidir leis an múinteoir oideachas speisialta nótaí a scríobh agus a léamh i gcomhad do pháiste freisin. Coimeádfaidh gach múinteoir nótaí reatha dóibh féin freisin.

Mí-Iompar - Rangú

Tá trí rannóg mhí-iompair i gceist: mion mhí-iompar; mí-iompar dáiríre agus mí-iompar tromchúiseach. Déanfaidh an múinteoir nó an Príomhoide cinneadh réasúnta ciallmhar faoin saghas mí-iompar atá i gceist, ag cur san áireamh aois agus soghontacht an pháiste, minicíocht an mhí-iompair agus cé chomh dáiríre is atá an mí-iompar. Tá córas na gCártaí i bhfeidhm chun cuntas a choinneáil ar eachtraí rialta nó tromchúiseacha mí-iompair, agus chun tuismitheoirí a chur ar an eolas. Cárta bán, buí agus dearg atá in úsáid. Is féidir le múinteoir ar bith nó an príomhoide cárta a chur abhaile.

Seo a leanas samplaí de mhion mhí-iompar:	I gcás mion mhí-iompar leanfar na céimeanna seo a leanas:
<div data-bbox="231 965 284 1003" style="border: 1px solid black; width: 33px; height: 17px; margin-bottom: 5px;"></div> <ul style="list-style-type: none">• ag cur isteach ar an obair ranga;• ag rith nó a bheith glórach sa scoil;• gan an obair bhaile a dhéanamh;• ag caitheamh bruscair;• a bheith drochbhéasach/dímhúinte;• ag déanamh neamhaird de rialacha na scoile;• geistear nó/agus iompar mí-oiriúnach• aisfhreagairt• ag labhairt gan cead• ag glaoch ainmneacha• ag siúl timpeall gan cead• I gcás páistí a thagann ar scoil déanach go rialta coinneoidh an múinteoir ranga/an oifig taifead agus cuirfear na tuismitheoirí ar an eolas.	<ul style="list-style-type: none">• ceartúchán ó bhéal/comhairle ón mhúinteoir;• rabhadh tugtha go mbeidh an páiste i dtrioblóid muna stopann an iompar;• réasúnaíocht leis an bpáiste;• am ciúin (time out)/ scaradh sealadach óna chomhscoláirí sa rang /roinnt ama a chaitheamh i rang eile;• nóta sa dialann le síniú ag tuismitheoir/cuireann múinteoirí na Naíonáin na tuismitheoirí ar an eolas;• rabhadh tugtha go mbeidh cárta bán ag an bpáiste muna stopann an iompar;• pribhléid ranga a bhaint den pháiste (mar shampla am órga);• obair scríofa bhreise ag am lóin beag;• cur-síos scríofa (ag an bpáiste), sínithe ag tuismitheoir agus curtha i dtaisce ag an múinteoir. <p>Glactar leis go mbeadh cárta bán d'aon cheann díobh seo thuas agus iad déanta go leanúnach ag páiste gan foghlaim nach bhfuil sé inghlactha ach d'fhéadfaí go dtuillfeadh eachtra amháin den chineál thuas cárta bán</p> <ul style="list-style-type: none">• Cláraítear gach rud ar Aladdin agus cuirtear ríomhphost ar Aladdin ag

	<p>míniú don tuismitheoir go bhfuil cárta bán/buí/dearg faighte ag an bpáiste.</p> <ul style="list-style-type: none"> • Tabharfar aitheantas d'iarracht agus d'fheabhas an iompair i gcónaí agus is féidir le páiste cárta a chailliúnt as iarracht mhacánta a dhéanamh feabhas a chur ar a c(h)uid iompair thar tréimhse leanúnach ama (ar bhreithiúnas an mhúinteora).
<p>Seo a leanas samplaí de mhí-iompar dáiríre:</p> 	<p>I gcás mí-iompar dáiríre leanfar na céimeanna seo a leanas:</p>
<ul style="list-style-type: none"> • I gcónaí ag cur isteach ar an rang; • ag insint bréaga; • ag goid; • aisfhreagairt go rialta; • droch-chaint; • aon iompar a chuireann an páiste féin nó páiste eile i mbaol; • bulaíocht; • ag milleadh rudaí a bhaineann le daoine eile nó leis an scoil; • a bheith easumhal go leanúnach agus d'aon ghnó; • gan aon iarracht a dhéanamh leis an obair scoile/obair bhaile go leanúnach agus d'aon ghnó; • ag labhairt i mBéarla d'aon ghnó; • ag glaoch ainmneacha ar dhaoine eile go rialta. <p>Déanfar déileáil le haon eachtra bulaíochta mar atá leagtha síos i bPolasaí Frithbhulaíochta na Scoile.</p>	<ul style="list-style-type: none"> • ceartúchán ó bhéal/comhairle ón mhúinteoir/ rabhadh don pháiste go bhfuil siad chun cárta bán a fháil má leanann an iompar mar atá. • Tugtar cárta bán don pháiste. Déantar cur síos ar cad a rinne an páiste ar an gcárta • Cuirfear Ríomhphost ó Aladdin ar aghaidh chuig na tuismitheoirí ag míniú dóibh go bhfuil cárta faighte ag a bpáiste • Úsáidtear smachtbhannaí le freagairt ar chárta bán m.sh. obair bhaile sa bhreis, iarrtar ar an bpáiste litir a scríobh ag gabháil bróin/Litir conas an iompar a fheabhsú/ gur gá don tuismitheoir an iompar seo a phlé leo sa bhaile agus a thuiscint nach nglactar leis an iompar seo sa scoil/fanacht istigh ag am lón mór/pribhléid ranga a bhaint (am órga srl). • Ar an 3ú cárta bán mínítear do na tuismitheoirí go bhfuil an páiste ar an 3ú cárta bán agus má bhriseann an páiste riail amháin eile gheobhaidh an páiste cárta buí. • Cárta buí- Tugtar cárta buí i gcás mí-iompar dáiríre nó tar éis 3 chárta bán a fháil (ar an gceathrú seans). • Déantar cur síos ar an eachtra ar an gcárta. • Cuirfear Ríomhphost ó Aladdin ar aghaidh chuig na tuismitheoirí chun iad a chur ar an eolas.

	<ul style="list-style-type: none"> • Eagróidh an múinteoir ranga cruinniú leis na tuismitheoirí (agus an páiste i gcásanna áirithe) agus déanfar é a phlé leo. Is féidir leis an bpríomhoide/leas príomhoide a bheith i láthair más gá. • Déanfar plean don iompar a chur i bhfeidhm. • Bainfear pribhléid scoile den pháiste (turas scoile, cead a bheith ar fhoireann na scoile - Féach an liosta thíos). • Glacfar leis an bplean iompar ranga don pháiste agus mínítear gur féidir leo cárta a chailliúnt de bharr iarracht mhacánta a dhéanamh feabhas a chur ar a c(h)uid iompair thar tréimhse leanúnach ama ar bhreithúnas an mhúinteora. • Muna dtagann feabhas ar an iompar tugtar cárta buí eile dón pháiste agus leantar na céimeanna thuas luaite arís. • Ar an 3ú cárta buí-. Eagrófar cruinniú leis an bPríomhoide/Leas-Phríomhoide, múinteoir ranga, Cathaoirleach agus na tuismitheoirí (agus páiste más gá) ag míniú go bhfuil seans amháin eile ag an bpáiste agus má bhristear aon riail scoile eile go mbronnfar cárta dearg orthu. • Cuirfear an Bord Bainistíochta ar an eolas má tá páiste ar an 3ú cárta buí. • Muna dtagann feabhas ar an iompar leanfar an córas do mhí-iompar tromchúiseach atá leagtha thíos. • Cláraítear gach rud ar Aladdin agus cuirtear ríomhphost ar Aladdin ag míniú don tuismitheoir go bhfuil cárta bán/buí faighte ag an bpáiste. • Tabharfar aitheantas d'iarracht agus d'fheabhas an iompair i gcónaí agus is féidir le páiste cárta a chailliúnt as iarracht mhacánta a dhéanamh feabhas a chur ar a c(h)uid iompair thar tréimhse leanúnach ama (le bheith scríofa mar chuid den phlean iompair ranga agus ar bhreithúnas an mhúinteora agus é pléite leis an bpáiste/tuismitheoirí).
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<p>Seo a leanas samplaí de mhí-iompar tromchúiseach:</p>	<p>I gcás mí-iompar tromchúiseach leanfar na céimeanna seo a leanas:</p>
<ul style="list-style-type: none"> • ag glacadh páirte go leanúnach i ngníomhaíochtaí atá contúirteach nó mí-oiriúnach; • ag fágáil na scoile/clós na scoile gan cead; • ag gortú aon bhall de phobal na scoile d'aon ghnó; • foirgneamh nó maoin na scoile a loit nó a chur trí thine d'aon ghnó; • iompar ionsaitheach, bagrach, foréigneach a úsáid i gcoinne páiste nó aon bhall d'fhoireann na scoile: ag bualadh, ag ciceáil, ag baint plaic as duine, ag caitheamh seile ar pháiste. Má leanann an páiste le mí-iompar dairíre glacfar leis gur mí-iompar tromchúiseach é; • airm nó substaintí contúirteacha a thabhairt chun na scoile. 	<ul style="list-style-type: none"> • Más mí-iompar tromchúiseach is féidir cárta buí nó dearg a thabhairt don pháiste agus leanfar na céimeanna thuas luaite do chárta buí. • Cárta dearg : Tuillfidh cárta dearg smachtbhanna tromchúiseach mar a mhínítear thíos. • An príomhoide/Leas-Phríomhoide amháin a eisíonn cárta dearg agus caithfidh tuismitheoir/caomhnóir é a shíniú agus a sheoladh ar ais go dtí oifig an príomhoide an chéad lá scoile eile ina dhiaidh a eisithe. • Clárófar an eachtra ar Aladdin agus gheobhaidh an tuismitheoir/caomhnóir glaoch foirmiúil chun cruinnithe, ar ghearr-fhógra más gá. Beidh an Príomhoide/Leas-Phríomhoide, Múinteoir Ranga, Tuismitheoirí agus Cathaoirleach an Bhoird i láthair. Is féidir páiste a chur ar fionraí i gcás ar bith den chineál seo – roimh nó tar éis an chruinnithe, ach an Cathaoirleach a chur ar an eolas. • Rachaidh litir fhoirmiúil amach ón mBord chuig na tuismitheoirí freisin. • Do chárta dearg cuirfear an páiste ar fionraí ar feadh 3 lá scoile. Tar éis don pháiste teacht ar ais is ar phlean iompair leasaithe a bheidh sé/sí. Eagróidh an Príomhoide/Leas-Phríomhoide, an múinteoir ranga, (Múinteoir Oideachas Speisialta más gá) an plean leasaithe seo agus pléifear é leis na tuismitheoirí agus an páiste. (Féach Fig 1.1). • Ní cheadaítear an páiste ar ais ach amháin go bhfuil an cárta sínithe ag na tuismitheoirí/caomhnóirí agus ag an bpáiste agus go nglactar leis an bplean leasaithe. • Leanfar an plean nua seo agus cuirfear an Cathaoirleach ar an eolas faoi. Má bhriseann an páiste an conradh seo rachfar ar aghaidh go dtí an chéad chéim eile. • Bainfear pribhléid scoile den pháiste freisin más gá (turas scoile, cead a

	<p>bheith ar fhoireann na scoile - Féach an liosta thíos).</p>
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	<ul style="list-style-type: none"> • Beidh cruinniú deireanach ag na tuismitheoirí leis an gCathaoirleach agus an Príomhoide agus sa chás nach féidir leis an scoil freagracht a ghlacadh a thuilleadh as oideachas nó as iompar an pháiste déanfar an páiste a dhíbirt (Féach Fig. 1.2). Tá an cód seo leagtha síos de réir treoirlínte an Bhoird Naisiúnta Leasa Oideachais. • Tabharfar aitheantas d'iarracht agus d'fheabhas an iompair i gcónaí agus is féidir le páiste cárta a chailliúnt as iarracht mhacánta a dhéanamh feabhas a chur ar a c(h)uid iompair thar tréimhse leanúnach ama (le bheith scríofa mar chuid den phlean <i>iompair ranga</i> agus ar bhreithiúnas an mhúinteora agus é pléite leis an bpáiste/tuismitheoirí).
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Córas na gcártaí	
Cárta bán	Mion mhí-iompar leanúnach/ mí-iompar dáiríre
Cárta bán	Mion mhí-iompar leanúnach/ mí-iompar dáiríre
Cárta bán	Mion mhí-iompar leanúnach/ mí-iompar dáiríre
Cárta buí	Mí-iompar dáiríre/tromchúiseach nó tar éis 3 chárta bána
Cárta buí	Mí-iompar dáiríre/tromchúiseach/mion mhí-iompar leanúnach
Cárta buí	Mí-iompar dáiríre/tromchúiseach/mion mhí-iompar leanúnach
Cárta dearg	Mí-iompar tromchúiseach nó tar éis 3 chárta buí

Mí-iompar sa Chlós

I gcás mí-iompar sa chlós leanfar na céimeanna seo a leanas.

Labhróidh an múinteoir atá ar dualgas leis an bpáiste/na páistí a bhfuil mí-iompar ar siúl acu. Ag brath ar an mí-iompar is féidir na céimeanna seo a leanas a chur i bhfeidhm:

- An páiste a cheartú
- Iarraidh ar an bpáiste/na páistí siúl timpeall an chlóis i dteannta an mhúinteora atá ar dualgas
- An páiste/na páistí a scaradh óna gcomhscoláirí in áit faoi leith ar feadh tréimhse gairid (os comhair dhoras na mBáibíní Beaga agus Báibíní Móra/os comhair dhoras Rang 5 agus Rang 6).
- Cuirfear an múinteoir ranga ar an eolas nuair atá am lóin thart. Déanfaidh an múinteoir ranga clárú ar an mí-iompar ar Aladdin agus más gá tugtar cárta bán/buí/dearg don pháiste ag brath ar an iompar.
- Rachaidh an múinteoir ranga i gcomhairle leis an múinteoir atá ar dualgas clóis déileáil leis an mí-iompar de réir mar atá leagtha síos do mhion mhí-iompar/mí-iompar dáiríre.
- Má tharlaíonn mí-iompar atá dáiríre agus tromchúiseach cuirfidh an múinteoir atá ar dualgas fios ar an bPríomhoide nó ar an múinteoir ranga.

Córas iompair sna bunranganna/ardranganna

- Déantar iompar na Naíonán a phlé leis na tuismitheoirí ag 1.30.
- Is féidir le páiste sna Naíonáin Bheaga/Mhóra cárta a thuilleadh de bharr mhí-iompar sa scoil má tá gá leis. Ní minic a tharlóidh sé seo chun seans a thabhairt do na páistí na rialacha a thuiscint agus a leanúint.
- Sa tríú téarma sna Naíonáin Mhóra, tosófar plé ar chóras na gcartaí agus is féidir cárta a fháil de bharr mhí-iompar.
- Bíonn tús nua ag gach páiste sna bunranganna (BB-R2) ag tús gach téarma chun seans a thabhairt dóibh dul i dtaithí ar an gcóras.
- I Rang 3-6 bíonn an córas i bhfeidhm don scoilbhliain ar fad ach is féidir cárta a chailliúnt as iarracht mhacánta a dhéanamh feabhas a chur ar a c(h)uid iompair thar tréimhse leanúnach ama (ar bhreithiúnas an mhúinteora agus é pléite leis an bpáiste/na tuismitheoirí nuair is gá).

Pribhléidí

Is féidir pribhléidí scoile a bhaint i gcás iompar mí-oiriúnach. Má bhaintear pribhléid (faoi leith) ní féidir é a fháil ar ais, is de bharr mhí-iompar a thugtar na cártaí agus caithfear cloí leis an bpionós. Seo a leanas cuid de na pribhléidí gur féidir a bhaint de pháiste, is ar bhreithiúnas an mhúinteora a bhaintear pribhléidí agus is féidir breis pribhléidí a chuir ar an liosta seo :

- Turas scoile
- Am órga (níos mó ná seachtain amháin)
- Gan cead freastal ar ócáidí scoile/ceardlanna scoile
 - Cór
 - Drámaí
 - Carúil na Nollag
 - Lá Spóirt
 - Lá Ceoil
 - Ócáidí deasa m.sh: biongó/ pictiúrlann scoile/ ceol san amharclann/rás uisce/toraíocht ubh cásca srl.
- I gcás mí-iompair dáiríre/tromchúiseach déanann an príomhoide/Príomhoide Tánaisteach an cinneadh na pribhléidí seo a leanas a bhaint nuair is gá:
 - Cailliúnt amach ar chluichí peile/iomána/camógaíochta nó gan cead a bheith ar fhoireann/ar choiste na scoile
 - Sacar
 - Lúthchleasaíocht
 - Díospóireacht
 - Tráth na gCeist

- Comhairle na nDaltaí/coiste glas/coiste folláine
- Dualgaisí breise- usice ar na plandaí, cófra spóirt, geataí a dhúnadh srl.
- Gan cead a bheith páirteach i rudaí breise nach mbaineann le curaclam na bunscoile.

Fionraí Láithreach

I gcúinsí eisceachtúla féadfaidh an Príomhoide a bhreithniú go bhfuil fionraí láithreach oiriúnach i gcás ina léireofaí go mbeadh láithreach leantach an mhic léinn ag an am sin mar fhíor-bhagairt do shábháilteacht na mac léinn, do shábháilteacht fhoireann na scoile, nó do dhuine ar bith eile. Ní foláir gnáthaimh chóra a chur i bhfeidhm i gcónaí.

Fig 1.1 Fionraí

Déanfaidh an scoil gach iarracht de réir an Chóid Iompair sula gcuirfear páiste ar fionraí/sula ndéanfar é a dhíbirt ón scoil. Déanfar an páiste a chur ar fionraí de réir théarmaí Rialacha 130(5) le haghaidh Scoileanna Náisiúnta agus de réir An Acht Leasa Oideachais. Cuirfear an mí-iompar in iúl láithreach don Phríomhoide agus don Chathaoirleach agus ceadófar fionraíocht. Tá cead ón mBord Bainistíochta ag an bPríomhoide téarma fionraíochta de thrí lá a chur i bhfeidhm. Caithfear cead an Bhoird Bhainistíochta a fháil le fionraíocht sa bhreis ar an trí lá a chur i bhfeidhm. Is féidir an cead seo a fháil ag gnáthchruinniú Boird nó ag cruinniú práinneach ina gcuireann an Cathaoirleach agus an Príomhoide in iúl na fáthanna a gceapann siad go bhfuil sé riachtanach tuilleadh fionraíochta a chur i bhfeidhm. Mar atá leagtha síos i gcoinníollacha an Acht um Leasa Oideachais (2000), cuirfidh an Bord Bainistíochta in iúl don Ghníomhaireacht um Leanaí agus an Teaghlach (TUSLA) má chuirtear páiste ar fionraí ar feadh sé lá nó níos mó.

Nuair a chuirtear páiste ar fionraí, iarrfar ar thuismitheoirí an páiste a thógáil abhaile ón scoil. Buailfidh an Príomhoide le thuismitheoirí an pháiste chun fionraíocht an pháiste a shoiléiriú dóibh agus tabharfaidh an Príomhoide ráiteas scríofa dóibh de choinníollacha, de thréimhse agus dáta deiridh na fionraíochta.

Deireadh a chur le Fionraí

Le linn tréimhse fionraithe ón scoil tá sé de cheart ag na thuismitheoirí iarratas a dhéanamh go nglacfar a bpáiste ar ais sa scoil. Caithfidh na thuismitheoirí glacadh orthu féin go gcloífidh an páiste a bhí ar fionraí go hiomlán le Cód Iompair na scoile. Chomh maith leis sin caithfidh an Príomhoide a bheith sásta nach mbeadh baol ann ó thaobh slándáil de do na páistí eile, don fhoireann nó don pháiste féin agus an páiste seo a bheith ar ais ag freastal ar an scoil. Más gá rachaidh an Príomhoide i gcomhairle leis an múinteoir ranga, leis na thuismitheoirí agus leis an bpáiste chun plan iompair a ullmhú don pháiste agus tabharfaidh sí cead oifigiúil don pháiste dul ar ais sa rang. Má thagtar ar réiteach sásúil ar an bhfadhb le linn an tréimhse fionraithe is féidir leis an gCathaoirleach agus an Príomhoide cead a thabhairt don pháiste filleadh ar ais ar scoil.

Fig 1.2 Díbirt

Tá údarás ag an mBord Bainistíochta páiste a dhíbirt ón scoil más cás tromchúiseach é nó i gcás mhí-iompair leanúnach a chuireann isteach ar oideachas pháistí eile nó san áit a bhfuil bagairt ar shláinte agus ar shábháilteacht pháistí agus lucht foirne na scoile. Déanfar an smachtbhanna seo a chur i bhfeidhm de réir théarmaí an Acht Leasa Oideachais (2000). Sula ndéanfar páiste a dhíbirt ón scoil déanfaidh an Bord Bainistíochta é seo a chur iúl don Oifigeach Áitiúil Leasa Oideachais (Local Welfare Education Officer) de réir Roinn 24 den Acht Leasa Oideachais. Má cheapann an Bord Bainistíochta go bhfuil gá leis is féidir leo teagmháil a dhéanamh leis na Gardaí.

Rule 130(5) of the Rules for National Schools

Where the Board of Management deems it necessary to make provision in the code of discipline to deal with continuously disruptive pupils or with a serious breach of discipline, by authorizing the Chairperson or Principal Teacher to exclude a pupil or pupils from school, the maximum initial period of such exclusion shall be 3 school days. A special decision of the Board of Management is necessary to authorize a further period of exclusion up to a

maximum of 10 school days to allow for consultation with the pupil's or pupils' parents or

guardians. In exceptional circumstances, the Board of Management may authorize a further period of exclusion in order to enable the matter to be reviewed. (Dept. of Education ' Rules for National Schools ' 1965.)

Rannpháirtíocht Tuismitheoirí/Caomhnóirí i mBainistiú Fadhbanna Iompair

Tá ról tábhachtach ag tuismitheoirí/caomhnóirí i saol na scoile agus iarrfar orthu a bheith rannpháirteach i gcur chun cinn an dea-iompair sa scoil agus tacaíocht a thabhairt don Chód Iompair. Déanfaidh an múinteoir ranga tagairt d'eachtraí de mhion mhí-iompar a tharlaíonn go minic i ndialann scoile an pháiste. Beidh ar na tuismitheoirí/caomhnóirí an nóta seo a léamh agus a shíniú. Nuair a thugtar obair bhreise don pháiste mar phionós beidh ar na tuismitheoirí/caomhnóirí an obair seo a shíniú chomh maith. Ó am go chéile cuirfidh múinteoirí fios ar thuismitheoirí/ar chaomhnóirí teacht chun na scoile chun gné éigin d'iompar a bpáiste a phlé. Más gá cuirfear an Príomhoide ar an eolas faoin gcruinniú agus d'fhéadfadh go mbeadh sé/sí i láthair. Moltar do thuismitheoirí/chaomhnóirí coinne a dhéanamh leis an mhúinteoir ranga/nó leis an Príomhoide chomh luath agus is féidir chun iarracht a dhéanamh mí-iompar a bpáistí a stopadh ó dhul in olcas. Cuirfidh an scoil i gcuimhne do thuismitheoirí/chaomhnóirí chomh minic agus is féidir an bealach le dul i dteagmháil leis an scoil agus coinne a dhéanamh leis na múinteoirí. I gcásanna ina dtuigear go bhfuil baint ag páiste le mí-iompar atá níos dáiríre is féidir leis an bPríomhoide iarraidh ar thuismitheoirí/caomhnóirí freastal ar chruinniú neamhfhoirmiúil/foirmiúil sa scoil. Is féidir an coinne seo a dhéanamh leis na tuismitheoirí/caomhnóirí ar an bhfón nó i bhfoirm scríofa. D'fhéadfadh go mbeadh an múinteoir ranga nó na múinteoirí a chonaic an mí-iompar le linn dualgas clóis, an Príomhoide agus Cathaoirleach an Bhoird Bhainistíochta i láthair ag an gcruinniú seo. D'fhéadfadh an páiste freastal ar an gcruinniú nó ar chuid den chruinniú má cheaptar go bhfuil sin oiriúnach.

Ag Bainistiú Iompar Foréigneach/Ionsaitheach

Tuigeann an scoil nach i gcónaí a fhreagraíonn páistí go dearfach don ghnáth-idirghabháil, mar atá leagtha síos sa Chód Iompair. Bíonn tacaíocht bhreise ag teastáil ó na páistí seo chun iarracht a dhéanamh cabhrú leo bainistiú a dhéanamh ar a n-iompar foréigneach nó ionsaitheach. Uaireanta léiríonn mionlach beag páistí iompar dúshlánach de bharr a gcuid riachtanais foghlama nó ar chúiseanna eile. Tá sé ríthábhachtach go mbeadh comhoibriú idir na múinteoirí agus na tuismitheoirí chun déileáil leis an mí-iompar seo.

Achomharc

De réir Alt 29 den Acht Oideachais 1998, is féidir le tuismitheoir nó scoláire atá ocht mbliana déag d'aois nó níos mó achomharc a dhéanamh le Rúnaí Ginearálta na Roinne Oideachais agus Scileanna in aghaidh cuid de chinntí an Bhoird Bhainistíochta, ina measc (1) díbirt buan ón scoil agus (2) fionraí ar feadh tréimhse a thabharfadh tréimhse fionraí iomlán go dtí 20 lá scoile nó níos faide in aon scoil bhliain. Caithfear an t-achomharc a thaisceadh laistigh de 42 lá ón lá a cuireadh na tuismitheoirí ar an eolas faoi chinneadh na scoile. (Féach Ciorclán 22/02).

Coimeád Taifead

Ag cloí le polasaí na scoile ar choimeád taifead agus ag cloí leis an reachtaíocht atá ann maidir le cosaint sonraí, déanfar aon taifead a bhaineann le hiompar na bpáistí a choinneáil faoi ghlas i gcófra an mhúinteora/san oifig nó i gcomhad an pháiste ar Aladdin. Coinneofar cóipeanna de theagmháil le tuismitheoirí sa scoil (san fhilleán do theagmháil le tuismitheoirí/caomhnóirí). Coinnítear taifead ar eachtraí dáiríre agus tromchúiseacha sa scoil go dtí go bhfuil an páiste bliain is fiche (san fhilleán do theagmháil le tuismitheoirí/caomhnóirí agus ar Aladdin).

Nós imeachta chun asláithreacht a chur in iúl don scoil

Tá sé de dhualgas ar thuismitheoirí/chaomhnóirí a chur in iúl don scoil (i scríbhinn) nuair a bhíonn a bpáiste as láthair ón scoil agus an fáth atá leis an asláithreacht. Iarrtar ar thuismitheoirí/chaomhnóirí litir mhíniúcháin a sheoladh chun na scoile (chuig an mhúinteoir ranga) nuair a bhíonn a bpáiste as láthair ón scoil de bharr tinnis nó eile. Coinnítear na nótaí seo i bhfillteán faoi leith sa seomra ranga. Moltar do gach tuismitheoir gan páistí a thabhairt ar laethanta saoire i rith na scoilbhliana.

Aire do pháistí roimh/tar éis am scoile

Cuirtear in iúl do thuismitheoirí nach nglacfaidh Bord Bainistíochta na scoile aon fhreagracht as páistí a thagann chun na scoile roimh 8.40 a.m. nó tar éis 1.30 p.m. (do Naíonáin) nó 2.30 p.m. do na páistí eile sa scoil. Bíonn na múinteoirí freagrach as na páistí tar éis am scoile má tá na páistí ag glacadh páirt i ranganna atá eagraithe ag an scoil agus aitheanta ag an mBord Bainistíochta. Caithfidh páistí atá ag déanamh ranganna tar éis am scoile a thuiscint go bhfuil Cód Iompair na Scoile i bhfeidhm i rith na ranganna seo.

Rialacha na Scoile Fig 2.0

Roinntear na Rialacha Scoile mar seo a leanas:

1. An Ghaeilge
2. Rialacha scoile
3. Rialacha ranga
4. Rialacha clóis

An Ghaeilge

Is í an Ghaeilge teanga labhartha na scoile. Caithfidh gach páiste Gaeilge a labhairt sa seomra ranga, sa chlós, i dtimpeallacht na scoile agus ar ócáidí a bhaineann le cúrsaí scoile (i.e. turais, cluichí, comórtais, sacraimintí, srl.). Níl cead Béarla a labhairt. Tá comhoibriú na dtuismitheoirí riachtanach chun an riail seo a chur i bhfeidhm.

Rialacha Scoile

- Taispeáin meas, cúirtéis agus dea-bhéasa dá chéile agus do dhaoine fásta.
- Ní ghlacfar le bulaíocht choíche i Scoil Naithí. Níl cead a bheith gránna le páistí eile nó iad a ghortú. Tá cosc ar íde béil, cúlchaint, bagairt nó ionsaí a dhéanamh ar aon duine.
- Inis an fhírinne i gcónaí ar scoil. Níl cead bréaga a insint.
- Siúl go ciúin i gcónaí sa scoil agus i dtimpeallacht na scoile. Níl cead a bheith ag rith nó a bheith glórach. Siúlann an líne ranga i gcónaí ar chlé.
- Bí ar scoil in am gach lá, agus fág clós na scoile láithreach nuair a bhuaileann an chlog ag 2.30 p.m.
- Tabhair aire don scoil; an clós, an seomra ranga, fearas scoile, troscán, ríomhairí agus leithris.
- Níl cead bruscar a chaitheamh, nó damáiste a dhéanamh do mhaoín scoile nó do mhaoín daoine eile.
- Caith éadaí agus bróga ciallmhara. Níl cead brístí atá ró-fhada, sciortaí gearra, belly tops, smideadh nó seoda a chaitheamh ar scoil. Caithfear gruaig fhada a cheangal siar. Caithfear culaith aclaíochta agus bróga reatha a chaitheamh ag ranganna corpoideachais agus damhsa.
- Ná fág an seomra ranga, an scoil nó an clós choíche gan cead an mhúinteora.
- Suigh go ciúin i do líne ranga sa Halla ar maidin. Nuair a bhuaileann an clog, siúl go ciúin i líne le do mhúinteoir go dtí do sheomra ranga.
- Níl cead fanacht istigh ag am lóin beag nó ag am lóin mór gan cead scríofa a fháil.
- Bí socair agus aireach taobh amuigh de gheataí na scoile. Trasnaigh an bóthar leis an Maor Tráichta i gcónaí.
- Tóg lón folláin ar scoil. Tá cosc ar ghuma coganta, milseáin, criospaí, im piseanna talún agus buidéil ghloine. Tóg an bruscar abhaile sa bhosca lóin.
- Níl cead fón póca a thabhairt ar scoil nó a úsáid gan míniú scríofa ó do thuismitheoir.
- Foghlaim an Druil Tine agus tabhair aird air.
- Caithfidh gach páiste Cód Glas na scoile a chur i bhfeidhm.
- Caithfear aird a thabhairt ar na rialacha scoile ag traenáil, ag cluichí, ar thurais, ag comórtais agus ag gach ócáid scoile.
- Bíodh nóta agat ó do thuismitheoirí; má bhí tú as láthair, má tá tú ag fanacht istigh ag am lóin, má tá tú ag dul abhaile go luath, má tá fón póca agat, mura bhfuil d'obair bhaile déanta.
- Níl cead tobac, alcól nó drugaí a thabhairt chun na scoile.
- Bíonn na rialacha atá leagtha síos sa Pholasáí Úsáide Inghlactha i bhfeidhm i gcónaí nuair a bhíonn an idirlíon agus na ríomhairí in úsáid ag na páistí.

Rialacha Ranga

- Labhair Gaeilge i gcónaí sa seomra ranga.
- Foghlaim na Rialacha Ranga agus tabhair aird orthu.
- Bí béasach agus comhoibríoch le do mhúinteoir agus le do chomhscoláirí. Ní ghlacfar le caint leanúnach, caint ghránna, eascaine, aisfhreagraí, dánaíocht nó drochbhéasaí. Níl cead agat cur isteach ar an múinteoir nó ar aon pháiste.
- Tabhair aird ar threoracha an mhúinteora.

- Déan sár-iarracht i gcónaí leis an obair ranga agus leis an obair bhaile. Bíodh an obair bhaile sínithe ag do thuismitheoirí.
- Bíodh do chuid leabhair agus an fearas ranga agat i gcónaí. Caithfidh na leabhair a bheith clúdaithe agus coinnithe glan agus néata.
- Bíodh d’ainm scríofa ar do leabhair, d’éadaí agus d’fhearais scoile.
- Níl cead siúl timpeall nó aon rud a chaitheamh sa seomra ranga.
- Coinnigh do bhord agus an seomra ranga glan, néata agus sábháilte. Caithfear cótaí a chrochadh, pasáistí a choinneáil glan agus cathaoireacha a chur isteach.
- Níl cead málaí scoile le rothaí, bréagáin, irisleabhair, cártaí imeartha nó airgead a thabhairt ar scoil gan cead.
- Má thagann cuairteoir isteach sa rang, cuir fáilte rompu agus bí béasach leo.
- Faigh cead an mhúinteora má tá tú ag dul go dtí an leithreas. Níl cead ach ag duine amháin ag an am dul isteach sa leithreas. Bíodh tuáille láimhe agat gach lá.
- Más gá don mhúinteoir an seomra ranga a fhágáil, caithfidh tú fanacht suite i d’áit.
- Caithfidh beirt dul ar theachtaireacht i gcónaí.
- Tabhair aird ar na rialacha ranga atá socruithe ag na páistí agus an múinteoir ranga.

Rialacha Clóis

- Labhair Gaeilge i gcónaí i gclós na scoile.
- Níl cead dul amach sa chlós go dtí go bhfuil an múinteoir atá ar dualgas ansin.
- Nuair a bhuaileann an clog, seas i do líne agus siúl amach sa chlós go ciúin. Téigh chuig an leithreas sula dtéann tú amach agus cuir cóta ort má tá an aimsir fuar.
- Caithfear aird a thabhairt ar threoracha an mhúinteora atá sa chlós.
- Caithfidh gach páiste imirt le páistí óna rang féin agus san áit atá leagtha síos dá rang. Níl cead dul taobh thiar den Amharclann, i gcarrchlós na múinteoirí, taobh amuigh den gheata.
- Níl cead aon chluiche atá dainséarach a imirt. Níl cead a bheith: ag troid, ag ciceáil, a bheith garbh, ag dreapadh, ag caitheamh smugairle, ag brú, ag caitheamh clocha, ag bualadh, ag siúl sna lócháin uisce.
- Níl cead dul ar an bhféar nuair atá sé fliuch.
- Má thiteann tú sa chlós, inis é don mhúinteoir atá ar dualgas láithreach.
- Níl cead teacht isteach ón gclós gan cead a fháil ón mhúinteoir atá ar dualgas.
- Níl cead liathróid a thabhairt amach sa chlós ag lón beag.
- Níl cead bruscar a chaitheamh sa chlós.
- Nuair a bhuaileann an clog ag deireadh am lóin, siúl go ciúin isteach i do líne ranga. Fan go ciúin sa líne go dtí go dtagann do mhúinteoir ranga agus siúl ar ais chuig do rang.
- Ar lá fliuch fanann gach rang ina suí ina seomra féin. Níl cead siúl timpeall.
- Má tá tú ag ithe sa chlós ag am lóin beag caithfidh tú fanacht i do shuí.
- Níl cead bia a thabhairt amach sa chlós ag am lóin mór.

An Cód Iompair

Eolas Tábhachtach ó Bhord Bainistíochta Scoil Naithí

Tá cóip de Chód Iompair Scoil Naithí agus Rialacha na Scoile ag gach clann sa scoil. Iarrtar ar gach clann (páistí agus tuismitheoirí) a chinntiú go bhfuil tuiscint iomlán acu ar an Chód Iompair agus ar rialacha na scoile agus go bhfuil siad sásta glacadh leo. Tá sé seo riachtanach agus éigeantach. Chomh maith le Cód Iompair agus Rialacha na Scoile, iarrtar ar gach clann déanamh cinnte de go gcuirtear na rialacha thíos i bhfeidhm chomh maith.

- * Labhair Gaeilge i gcónaí sa scoil agus i dtimpeallacht na scoile. Is í an Ghaeilge teanga labhartha na scoile agus tá bhur dtacaíocht riachtanach.
- * Osclaíonn geata na scoile ag 8.40 a.m. Ar maidin tagann na páistí isteach an príomh-dhoras agus suíonn siad sa Halla. Má thagann an páiste ar scoil déanach (tar éis 8.50) caithfidh sé/sí teacht isteach an príomhdhoras.
- * Iarrtar ar thuismitheoirí gan cur isteach ar na ranganna i rith an lae scoile. Mar sin de má thagann tú ar scoil le lón, éadaí spóirt srl téigh go dtí an oifig, ní an seomra ranga.
- * De bharr riachtanaisí árachais agus cursaí sláinte agus sábháilteachta, iarrtar ar thuismitheoirí gan páistí a thionlacan isteach sa scoil ar maidin.
- * Réitigh scéal i nGaeilge le do pháiste gach oíche (Naí. bheaga & N. Mhóra) Seiceáil agus sínigh an obair bhaile gach oíche (Rang 1 – R6)
- * Tá sé de dhualgas ar gach tuismitheoir an scoil a chur ar an eolas má tá aon tinneas nó aon ghalar tógalach ar a bpáiste agus gach iarracht a dhéanamh an baol a laghdú do pháistí eile.
- * Iarrtar ar thuismitheoirí gan a gcuid páistí a thabhairt ar laethanta saoire i rith na scoilbhliana. Má tá páistí a dtógáil ón scoil le dul ar saoire, iarrtar ar na tuismitheoirí é seo a chuir in iúl don phríomhoide i scríbhínn, ar a laghad seachtain roimh ré.
- * Más mian leat labhairt le múinteoir ranga nó leis an phríomhoide déan coinne le do thoil.
- * Iarrtar ar thuismitheoirí gan pram a thabhairt isteach i bhfoirgnimh na scoile.
- * Iarrtar ar thuismitheoirí agus ar pháistí an geata beag a úsáid i gconaí. Níl cead tiomáint nó siúl isteach an geata mór.
- * Níl cead ag na páistí bréagáin nó aon rud dáinséarach a thabhairt ar scoil.
- * De bharr cúrsaí sábháilteachta ní cheadaítear málaí scoile le rothaí.
- * Déan cinnte de go bhfuil ainm an pháiste ar a gcuid éadaí, bosca lóin &rl.
- * Déan cinnte de go bhfuil bróga na bpáistí compordach agus ciallmhar. Tá sé seo riachtanach mar go gcaitheann siad 30 nóiméad ag rith agus ag imirt sa chlós gach lá. Caithfidh na páistí bróga reatha a chaitheamh aon lá go bhfuil Corp Oideachas/rince/drámaíocht acu.
- * Déan cinnte de go bhfuil tuaille beag láimhe ag do pháiste. Caithfear gruaig fhada a cheangail siar i gcónaí.
- * Tá sé de dhualgas ar thuismitheoirí/chaomhnóirí a chur in iúl don scoil i scríbhínn nuair a bhíonn a bpáiste as láthair ón scoil agus an fáth atá leis an asláithreacht.
- * Má tá páiste ag dul abhaile go luath (i rith am scoile), is gá nóta a scríobh don mhúinteoir agus an páiste a bhailiú ón seomra ranga.
- * Níl cead ag páistí/tuismitheoirí ‘cuirí chuig féasta’ a dháileadh ar scoil.
- * Déan cinnte de go bhfuil lón folláin, ciallmhar ag do pháiste (gan seacláid, milseáin, criospaí, cnónna, gráin rósta nó deoch choipeach).
- * Tugann na páistí a gcuid bruscair abhaile sa bhosca lóin.
- * De bharr cúrsaí árachais tá beirt thuismitheoir ag teastáil le dul ar thuras le Rang 1->Rang a 6 agus cúigear tuismitheoir ag teastáil don dá rang Naíonáin.
- * Níl cead ag aon pháiste fón póca nó aon ghléas leictreonach a chur ar siúl nó a úsáid i rith an lae scoile. Aon lá go dtógann páiste fón ar scoil caithfidh an tuismitheoir nóta a scríobh sa Dialann.
- * Iarrtar at thuismitheoirí páirceáil go sábháilte agus go dleathach taobh amuigh den scoil. Ní féidir sábháilteacht na bpáistí a chuir i mbaol choíche.
- * Ní mór do gach pháiste cloí le rialacha na scoile, go háirithe na rialacha a bhaineann le scaipeadh an víris Covid-19. Iarrtar ort féachaint ar ár bpolasaí maidir le Covid-19.

Tá sláinte agus sábháilteacht na bpáistí rí-thábhachtach. Táim cinnte de gur féidir linn brath ar bhur dtacaíocht. Go raibh maith agaibh.

The Code of Behaviour of Scoil Naithí

Introduction

The staff of Scoil Naithí reviewed the Code of Behaviour in 2019. They consulted with the Board of Management and with the Parents' Association.

It is the policy of the school to promote good behaviour at all times. Children learn best when they are encouraged and praised and given recognition for their good behaviour. When possible, it is more effective to praise well behaved children than to punish those who misbehave. As part of our efforts to encourage good behaviour, time will be allocated at staff meetings to discuss the Code of Behaviour. School staff will be given opportunities to discuss good and bad behaviour and to learn from each other. Teachers will make use of varying strategies to promote good behaviour.

Rationale

The Board of Management of Scoil Naithí decided to review the Code of Behaviour to ensure that it complies with the legal requirements and good practice as set out in the book "Developing a Code of Behaviour" (Guidelines for Schools, published by the National Educational Welfare Board). The Education (Welfare) Act 2000 sets out certain matters that must be included in a Code of Behaviour. According to Section 23(2) of the Education (Welfare) Act 2000, a Code of Behaviour shall specify the following:

- the standards of behaviour that shall be observed by each student attending the school;
- the measures that may be taken when a student fails or refuses to observe those standards;
- the procedures to be followed before a student may be suspended or expelled from the school concerned;
- the grounds for removing a suspension imposed in relation to a student; and
- the procedures to be followed relating to a child's absence from school (notifying the Educational Welfare Service, Child and Family Agency, TUSLA).

Whole school approach to promoting good behaviour

The Principal and the Board of Management have overall responsibility for the implementation and ongoing monitoring of the Code of Behaviour. Each teacher is responsible for discipline in their own classroom and with the other teachers are jointly responsible for school-wide order and good behaviour. Each teacher is also responsible for discipline when on yard duty and when supervising at school organised events. Parents and other members of the school community may formally submit recommendations and ideas on the Code of Behaviour to the Board of Management when it is under review. Contact may be made with either of the parent representatives on the Board of Management or directly with the Principal. The school is fully aware of the importance of parental support and co-operation in implementing the Code of Behaviour. The Code of Behaviour applies to all children and is always in force during school time and at any school organised event.

All new teachers will be given the opportunity to read the Code of Behaviour and it will be discussed at the first staff meeting at the beginning of the school year. A copy of the Code of Behaviour will be given to each member of staff and to parents when they enrol their child in the school. The parents/guardians will accept the code (with a signature) on accepting a formal place for their child in the school.

Praise and encouragement lead to better self-discipline in the child. In order to achieve a high standard of learning and good manners, in Scoil Naithí we place a greater emphasis on rewarding good behaviour rather than on sanctions. Sanctions will occasionally be applied to demonstrate to the child that the wrongdoing/bad behaviour will not be tolerated. When a sanction is applied the child should understand that the unwanted behaviour will not be tolerated and that it is the wrongdoing that is at fault. Sanctions will not be discussed with others at any point.

The School's Philosophy

Scoil Naithí is an Irish-medium school whose primary aim is to educate the child through the medium of Irish. The school is under the patronage of the Catholic Archbishop, and operates according to the general rules of the Department of Education and Skills. A child-centred curriculum is in place which recognises each child's value and uniqueness and allows him/her to develop fully as a child, and in his/her life in society. We aim to create a peaceful environment in which the child's intellectual, physical, cultural, moral, spiritual, social and emotional development is nurtured. Good Christian values are fostered. We believe that co-operation, good manners and good behaviour are essential for an effective school and for the development and progress of the children. Children are encouraged in every aspect of Irish culture: language, games, dancing and tradition. Parental participation and support form an important part of school life.

Irish

Irish is the spoken language of the school. Every effort is made to encourage the children to speak good Irish and to be proud of it. Every child must speak Irish in the classroom, in the yard, in the surrounds of the school, and at school related events (i.e. tours, games, competitions, sacraments etc). If this rule is broken X3 in a period of time (specified by the teacher with the class depending on age, level and standard of the class-month, fortnight, week. Differentiation is always carried out when needed) the child's name will be recorded in the C  pleabhar B  arla. The C  pleabhar B  arla will be in the Principal's office. The Principal will speak with the child and the child will receive a white card (or sunsequent card depending on previous cards). We then follow the measures to do with minor and serious misbehaviour (can be found in this policy). If the child is recorded in the C  pleabhar X3 with a month/half term/term (depending on age, level and standard of the class), the Principal will organise a meeting with the child's parent to put a plan in place for them.

Relationship between the School's Philosophy and the Code of Behaviour

How people act and behave determine the school's atmosphere. How adults behave around the child has a significant impact on the child's behaviour. A Code of Behaviour is very effective when people are straight and open with each other and when staff, parents and children co-operate. It is important that all partners understand the standard of behaviour required in the school and the measures taken when the rules are broken. This helps to create a peaceful environment, where people may co-operate effectively.

Participant Responsibilities regarding the Code of Behaviour

Board of Management's Responsibilities

- Provide a safe and comfortable school and school environment.
- Support the Principal/Staff in implementing the Code of Behaviour.
- Approve the Code of Behaviour.

Principal's Responsibilities

- Promote a positive educational atmosphere in the school.
- Ensure the Code of Behaviour is implemented in a fair, equal and consistent manner.
- Arrange the review of the Code of Behaviour as required.

Teacher's Responsibilities

- Support and implement the school's Code of Behaviour.
- Provide a safe working environment for each child.
- Give recognition and praise to a child for good work.

- Arrange and prepare his/her school work and correct the children's work.
- Recognise and provide for individual talents among the children and attend to each child's requirements.
- Be polite, fair and equal to the children and to the school community.

- Ensure children are not given the opportunity to disrupt class work.
- Deal appropriately with child misbehaviour (according to the school's Code of Behaviour).
- Record incidents of discipline/misbehaviour on Aladdin and use the card system in place. Record serious and gross misbehaviour as well as bullying on Aladdin and use the card system in place. Ensure all communication with a parent is recorded in the appropriate file.
- Communicate/consult with parents when necessary regarding their child's behaviour.
- Provide support for colleagues.
- Take leadership on class behaviour/discipline when a visitor/another teacher is teaching/speaking to the class.

Child's Responsibilities

- Attend school regularly and punctually.
- Listen to the teacher and accept their authority/advice. Show respect for all members of the school community.
- Show respect for school property and the property of other children.
- Ensure their behaviour does not endanger any other child.
- Avoid nasty remarks, name-calling or swearing.
- Ensure they always bring the class equipment/books to school with them.
- Pay attention to school and classroom rules.
- Ensure that they do not upset another child on purpose or to bully anyone else

Parent's/Guardian's Responsibilities

- Encourage children to have a sense of respect for themselves, for others and for property.
- Ensure children attend school regularly and punctually.
- Be interested in, support and encourage their children's school work.
- Be familiar with and support the school's Code of Behaviour.
- Co-operate with teachers when their child's behaviour is disrupting others/the class.
- Inform the school if their child has any problems which may interfere with his/her progress or behaviour.

Aims of the Code of Behaviour

In drafting the Code of Behaviour, particular attention was given to the requirements of the school. The aim of this code is to create an ordered and orderly environment which will benefit the entire school community. In such an environment, children can develop self-discipline, feel secure and make progress in all aspects of their development. The Code of Behaviour outlines our expectations regarding behaviour and the manner in which the school community may help to create a positive and effective school. All members of staff will emphasise good behaviour and will adopt a positive approach towards the behaviour acceptable in the school. We, as staff members, would like to create a happy, calm environment, where there is sensible and reasonable order and discipline. We always look for parental support in order to achieve a high standard of behaviour in the school.

The main aims:

- Create a positive learning environment to allow the school function effectively and where the children can make progress in all aspects of their development.
- Encourage and praise positive behaviour and self-discipline, recognising that there are differences between children and that we need to accommodate those differences.
- Create an atmosphere of respect of others.
- Promote self-respect, self-control and responsibility in the child to encourage good behaviour.
- Ensure the safety and wellbeing of all members of the school community.
- Assist parents and children in understanding the systems and procedures that relate to the Code of Behaviour and seek their co-operation in the effective application of these systems.
- Ensure the systems of rules, sanctions and recognitions are implemented in a fair and consistent manner in every class in the school.

- Enable teachers to carry out their work without interference.

General guidelines for behaviour

The school recognises the differences that exist between children and the need to deal with these differences. It is expected that each child behaves responsibly in regard to themselves and others, and that they are well-behaved, understanding, polite and truthful to each other and to adults. Behaviour that impinges upon the safety or rights of other children will not be tolerated. Respect must be shown for the individual, their property and the school's property. Each child is expected to attend school regularly and to be on time. Each child is also expected to do his/her best both with school work and homework.

The school rules must be implemented effectively throughout the school. It is ensured that each child in the school knows the school rules. The school rules are written in the homework journal and in the Code of Behaviour. At the beginning of the school year, each child from 1st class to 6th class, along with their parents, must read and sign the rules. Each class teacher discusses the rules with the children at the beginning of the school year and at the beginning of each term (Discussed in Junior and Senior Infants). The school rules are also discussed and reinforced at assembly. In the case where children with special needs have difficulty understanding the rules, the class teacher contacts the parents and request them to revise the rules with them at home. In addition, the class teacher enlists the help of the learning support teachers to reinforce the school rules with these children.

Each class is required to draft their own set of rules, appropriate to the age and maturity levels of the children in that class. Each child is invited to participate in drafting the rules, which will be kept simple, age appropriate and written in a language that is simple and positive. The rules are often discussed, in particular during the SPHE lessons (See Fig 2.1).

Bullying

Bullying is repeated or regular threatening or aggression by an individual or group against another/others. It can be verbal, psychological or physical. The most common forms of bullying are aggressive physical contact, name-calling, intimidation, extortion, isolation and taunting. Bullying will never be tolerated in Scoil Naithí and parents will be expected to fully co-operate when the school is dealing with incidents of bullying in accordance with the school's Anti-Bullying Policy.

Mobile Phone

Smart phones will be prohibited in the school from the school year 2019/2020 onwards. Children will not be allowed to have phones with cameras or with access to the internet in school. In exceptional circumstances, if it is necessary for a child to have a mobile phone during school, the phone must be switched off and left on the teacher's desk during the school day.

In this instance the school requires a note from the parents:

- a) Giving the child permission to have a mobile phone (switched off) in school;
- b) Accepting all responsibilities for anything that might happen as a result of their child having a mobile phone at school.

Phones will be confiscated if a child refuses to cooperate with this policy and the parents will have to collect the phone from the principal's office.

Strategies to promote good behaviour

- Ensure that each child is familiar with the rules of the school and that they are revised regularly.
- Verbal praise from the teacher.
- A note of praise written on the child's work or in the homework journal.
- Praise in front of the class.

- Every class teacher will have a reward system in place that is age appropriate to the level of the class (a ticket system, points system, Class Dojo and prizes such as no homework for a night, golden time, extra time in the yard, etc.)
- Special privilege/responsibility granted to the child or to the class.
- Praise from the Principal or from another teacher.
- Recognition at Assembly. (*Maith Thú* cards (well done) to individual children/the *Béar Bán* to the class/Corn na Gaeilge).
- The good behaviour communicated to the child's parents.
- Restorative practice when necessary/suitable

Strategies to prevent misbehaviour

The following strategies are used to promote good behaviour and to prevent misbehaviour. The sanction imposed on a child depends upon the type of misbehaviour in question, the rules that were broken and the age of the child.

- Correction and advice from the teacher
- The child will be separated from peers/friends or removed to another class
- Note regarding misbehaviour written by the child and signed by the parents
- Privileges will be withdrawn from the child
- Extra work will be given to the child
- The child will be kept in the hall during break time and will be given extra work
- The teacher will record the bad manners/bullying/continuous misbehaviour on Aladdin
- A white/yellow/red card will be given to the child
- Parents will be contacted
- The Principal/Deputy Principal will be sent for
- The Principal/Deputy Principal will contact the parents
- The child will be detained in the hall during lunch time and will be given extra work (in this case the child's parent and the Principal will be informed in advance)
- If the child is found speaking in English the child's name will be recorded on Aladdin. If a child's name is recorded on Aladdin twice in any one term for speaking English, his/her parents will be sent for
- A report to the Board of Management regarding the misbehaviour
- Suspension/expulsion from the school (in accordance with Rule 130 of the Rules for National Schools and the Education (Welfare) Act 2000)
- Parents will be notified in writing and a formal meeting with them will be organised

The child will not be deprived of engagement in any curricular area, except on grounds of health and safety.

Incidents of misbehaviour will initially be dealt with by the class teacher. The teacher will incorporate discussions about the children's behaviour and its improvement in the SPHE classes. Each class teacher will place a strong emphasis on good behaviour and will aim to give regular praise in order to encourage good behaviour in the class. Where the above-mentioned strategies fail or where there is serious misbehaviour, it will be necessary to involve the Principal, the parents and the Board of Management.


Aladdin/The Folder for recording Communication with Parents/Guardians



All communication will be recorded on Aladdin and notes from parents kept in the folder 'Teagmháil le Tuismitheoirí'. This folder is used to record all communication (letters/notes from parents). The teacher will keep an account of general behaviour of every pupil in the class and misbehaviour will be recorded on Aladdin. Aladdin is used here in Scoil Naithí. It is a safe system that is GDPR compliant. Only your child's class teacher and principal can write/read notes that are found in your child's


Aladdin folder. No one else can see them. If your child attends the learning support team they too can write and read notes in your child's folder. Teachers will keep their own contemporary notes.

Misbehaviour - Classification

Misbehaviour falls into one of three categories: minor misbehaviour, serious misbehaviour and gross misbehaviour. The teacher or the Principal will make a judgement on the kind of misbehaviour in question based on a common-sense approach having regard to the age and vulnerability of the child and the frequency and gravity of the misbehaviour. A card system is in place to record incidents of continuous minor misbehaviour and gross misbehaviour and to inform the parents. White, yellow and red cards will be used and any teacher or Principal can send a card home.

<p>The following are examples of minor misbehaviour:</p> 	<p>The following measures will be taken when dealing with minor misbehaviour:</p>
<ul style="list-style-type: none"> • Interrupting class work • running or being loud in the school • not doing homework • throwing rubbish • being discourteous/unmannerly • disregarding school rules • inappropriate gestures and/or behaviour • back-answering • talking without permission • name-calling • walking about without permission. • In the case of a pupil being continuously late, the teacher/office will keep a note of this and inform the parents. 	<ul style="list-style-type: none"> • verbal correction/advice from the teacher; • A warning telling the child they will be in trouble if the behaviour continues • reasoning with the child • time out/ temporary separation from peers in classroom/spend some time in another classroom; • note in journal to be signed by parent / infant class teachers inform parents; • A warning stating that the child will receive a white card if the unwanted behaviour continues. • withdraw privileges from the child (e.g. golden time) • additional written work during break time; • written account (by child), signed by parent and kept by teacher. <p>A white card could be issued for any of the minor misbehaviour especially if the behaviour is continuous and the child is not learning from the situation.</p> <ul style="list-style-type: none"> • All incidents will be recorded on Aladdin and an email will be sent through Aladdin explaining to parents that their child has a white/yellow/red card. • A card can be withdrawn if a genuine effort is made by the child to behave

	<p>accordingly. It is at the discretion of the teacher to assign the time period before removing a card</p>
<p>The following are examples of serious misbehaviour:</p>  	<p>The following measures will be taken when dealing with serious misbehaviour:</p>
<ul style="list-style-type: none"> • Constantly disruptive in class • telling lies • stealing • regular back-answering • bad language • any behaviour that endangers self or fellow child • bullying • damaging others' or school's property • continual and deliberate disobedience • continuously and deliberately not making any effort with school work/homework • speaking in English • regular name-calling. <p>Any incident of bullying will be dealt with in accordance with the school's Anti-Bullying Policy.</p>	<ul style="list-style-type: none"> • verbal correction/advice from the teacher/a warning that the child will receive a white card if the behaviour continues • A white card is given. The teacher will write on the card explaining the misbehaviour. • An email will be sent to the parents through Aladdin informing them their child received a card. • Each white card will yield a sanction for example; extra homework/ the child is asked to write a letter of apology/letter explaining how they can improve their behaviour/that the parents have to discuss this behaviour at home understanding that this behaviour is unacceptable/kept in at big lunch/removal of class privilege (e.g. golden time). • On the 3rd white card the parents are notified that this is the 3rd white card and that if the behaviour does not improve the child will be issued with a yellow card if another rule is broken. • Yellow card-A yellow card is given for serious misbehaviour or after 3 white cards (4th chance). • The teacher will write down the events on the card. • An email will be sent to the parents through Aladdin informing them their child received a card. • The teacher will organise a meeting to discuss the behaviour with the parent(s) (and the child in certain cases). The Principal/Deputy

	<p>Principal may be present at this meeting. A class plan will be put in place for the child's behaviour.</p> <ul style="list-style-type: none"> • A school privilege will be removed from the child (school tour, permission to be on a school team-see list below). • Once the plan is accepted the parents are informed that a card can be withdrawn if a genuine effort is made by the child to behave accordingly. It is at the discretion of the teacher to assign the time period before removing a card and to convey this to the parents. • If the child continues to misbehave another yellow card is given. • On the 3rd yellow card a meeting will be arranged between the parents, class teacher Principal/Deputy Principal, Chairperson and with the child if necessary, to discuss that they have one more chance before receiving a red card. • A new behaviour plan will be created and implemented • Another privilege will be removed from the child (see list below). • The Bord of Management is notified if any child is on a 3rd yellow card • If the behaviour of the child does not improve the steps for gross misbehaviour will be followed • All incidents will be recorded on Aladdin and an email will be sent through Aladdin explaining to parents that their child has a yellow/red card. • A card can be withdrawn if a genuine effort is made by the child to behave accordingly. It is at the discretion of the teacher to assign the time period before removing a card
<p>The following are examples of gross misbehaviour:</p> 	<p>The following measures will be taken when dealing with gross misbehaviour:</p>
<ul style="list-style-type: none"> • continuously taking part in dangerous or unsuitable activities • leaving the school/school yard without permission 	<ul style="list-style-type: none"> • A yellow/red card can be issued for any gross misbehaviour and the process above is followed for yellow cards

<ul style="list-style-type: none"> • causing deliberate harm to any member of the school community • deliberately leaving taps or water pipes turned on • the use of aggressive, threatening or violent behaviour towards a child or any member of the school staff: striking, kicking, biting, or spitting. If a child continues with serious misbehaviour it will be classified as gross misbehaviour. • bringing dangerous weapons or substances to school 	<ul style="list-style-type: none"> • Red Card- A serious sanction is received on receipt of a red card. • Only the Principal/Deputy Principal can issue a red card. The parent must sign the red card and return it to the principal's office by the next school day. • The incident will be recorded on Aladdin and the parents will be called to organise a meeting as soon as possible. The Principal/Deputy Principal, Teacher, Parents and Chairperson will be present at the meeting. The child can be suspended in this case before or after the meeting is held. The Chairperson must be notified • A formal letter will be sent from the Board regarding this matter. • On receipt of a red card the child may be suspended for up to 3 days. After the suspension the child returns on a modified behavioural plan. The Principal/Deputy Principal, Teacher, SET (special education teacher) will create the plan and will explain it to the parents and the child. The school is permitted to contact the parents at any time to collect their child from school (see Fig 1.1). • The child will not be allowed to return to school unless the card is signed by parents/guardians and the child. A revised behavioural plan must be accepted. • This new plan will be followed and the Chairperson will be notified of the plan. If this fails and the child breaks the contract the system moves forward to the next stage • A final meeting will be organised between the Chairperson and Principal with the parents stating the school cannot take responsibility for their child's behaviour (see Fig 1.2). This code complies with The National Welfare Education Board. • All incidents will be recorded on Aladdin and an email will be sent through Aladdin explaining to parents that their child has a yellow/red card. • A card can be withdrawn if a genuine effort is made by the child to behave accordingly. It is at the discretion of the
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	teacher to assign the time period before removing a card and to inform the parents of the time period.
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The Card System	
White card	Continuous minor misbehaviour/serious misbehaviour
White card	Continuous minor misbehaviour/serious misbehaviour
White card	Continuous minor misbehaviour/serious misbehaviour
Yellow card	Serious misbehaviour /gross misbehaviour or after 3 white cards for continuous minor misbehaviour
Yellow card	Serious misbehaviour /gross misbehaviour/ continuous minor misbehaviour
Yellow card	Serious misbehaviour /gross misbehaviour/ continuous minor misbehaviour
Red card	Gross misbehaviour or after 3 yellow cards for continuous serious misbehaviour/minor misbehaviour

Misbehaviour in the Yard

The following measures will be taken when dealing with misbehaviour in the yard.

The teacher on yard duty will speak to the child/children misbehaving. Depending on the nature of the misbehaviour the following measures can be taken:

- Correct the child
- Ask child/children to accompany the teacher on duty around school yard
- Separate child/children from peers and place in a designated area for a short period of time (opposite doors of Junior and Senior Infants/opposite doors of 5th and 6th Class).
- Class teacher will be notified once lunch time is over. Class teacher will record the misbehaviour on Aladdin. A white/yellow/red card will be issued depending on the severity of the situation.
- Class teacher along with teacher on yard duty will deal with the misbehaviour as outlined for minor misbehaviour/serious misbehaviour.

- In the event of serious and gross misbehaviour, the teacher on duty will call for the Principal or class teacher.

Behaviour System in the Junior/Senior classes

- Junior and Senior infants can receive a card for bad behaviour if it is necessary. This will rarely happen to give them the chance to understand the rules and the system
- Misbehaviour will be discussed with the parents at the door at 1.30 when necessary.
- In the third term of Naíonáin Mhóra, the teacher will begin to explain the card system and a child can receive a card for bad behaviour.
- There is a new start for all in Junior Infants to 2nd class at the beginning of each term so as they understand the process.
- In 3rd to 6th class the card system will be implemented for the full school year. A card can be withdrawn if a genuine effort is made by the child to behave accordingly. It is at the discretion of the teacher to assign the time period before removing a card and to inform the parents of the time period.

Privileges

School privileges can be removed if a child behaves inappropriately. Privileges are removed due to unwanted behaviour and a sanction must be imposed, therefore if a specific privilege has been removed it cannot be regained. Privileges are removed at the discretion of the teacher. See below a list of some of the privileges that can be removed.

- School tour
- Golden time (on a regular basis)
- Excluded from school occasions and workshops
 - Choir
 - Dramas
 - Christmas Carol
 - Sport day
 - Music day
 - Additional school/class occasions e.g. bingo/school cinema/music in the amharclann/water race/easter egg hunt etc.
- In the case of serious and gross misbehaviours the Principal/Deputy Principal will make the decision to remove the following privileges if necessary:
 - Excluded from school games football/hurling/camogie or from school teams/committees
 - Soccer
 - Athletics
 - Debating
 - Quizzes
 - Student Council/Green school committee/wellbeing committee
 - Additional duties: watering the plants/sport equipment/school gates etc
- Excluded from additional activities that are not curriculum based.

Immediate Suspension

In exceptional circumstances the Principal may decide that an immediate suspension is appropriate where it could be demonstrated that the student's continuing presence at that time would be a threat to the safety of school students or staff, or to anyone else. Fair procedures must always be implemented.

Fig 1.1 Suspension

The school will endeavour to make every effort in accordance with the Code of Behaviour before it

will suspend or expel a child from the school. The child will be suspended in accordance with Rule 130(5) of the Rules for National Schools and the Education (Welfare) Act 2000. The Principal and Chairperson will be informed immediately of the misbehaviour and suspension will be sanctioned. The Board of Management has deferred responsibility to the Principal to impose a three-day period of

suspension. Permission to impose a period of suspension in excess of the three days requires Board of Management approval. This approval may be obtained at a regular meeting of the Board or at an emergency meeting at which the Chairperson and the Principal outline the reasons why they feel it is necessary to impose a further suspension. In line with the requirements of the Education (Welfare) Act 2000, the Board of Management will inform the Educational Welfare Services, Child and Family Agency, (TUSLA) when a child's period of suspension equals or exceeds six days.

When a child is suspended, parents will be requested to take the child home from the school. The Principal will meet with the child's parents to outline to them the child's suspension and the Principal will present them with a written statement of the terms, duration and date of termination of the suspension.

Removal of Suspension

During a period of suspension from the school, parents have the right to apply to have their child reinstated to the school. The parents must give an undertaking that the suspended child will fully comply with the school's Code of Behaviour. In addition, the Principal must be satisfied that the child's reinstatement to the school does not constitute a risk to the safety of the other children, the staff or him/herself. If required, the Principal in consultation with the class teacher, the parents and the child will prepare a plan of behaviour for the child and will re-admit the child formally to the class. If a satisfactory resolution to the problem is achieved within the period of suspension, the Chairperson and the Principal may re-admit the child to school.

Fig 1.2 Expulsion

The Board of Management has the authority to expel a child from the school in the case of gross misbehaviour or in the case of repeated incidents of misbehaviour that interfere with the education of other children or where there is a threat to the health and safety of children and school staff. This sanction will be imposed under the terms of the Education (Welfare) Act 2000. Before expelling a child from the school, the Board of Management will inform the Local Welfare Education Officer in accordance with Section 24 of the Education (Welfare) Act. If the Board of Management deems it necessary, they may contact the Garda Síochána.

Rule 130(5) of the Rules for National Schools

Where the Board of Management deems it necessary to make provision in the code of discipline to deal with continuously disruptive pupils or with a serious breach of discipline, by authorizing the Chairperson or Principal Teacher to exclude a pupil or pupils from school, the maximum initial period of such exclusion shall be 3 school days. A special decision of the Board of Management is necessary to authorize a further period of exclusion up to a maximum of 10 school days to allow for consultation with the pupil's or pupils' parents or guardians. In exceptional circumstances, the Board of Management may authorize a further period of exclusion in order to enable the matter to be reviewed. (Dept. of Education 'Rules for National Schools' 1965.)

Participation of Parents/Guardians in Managing Problem Behaviour

Parents/Guardians play a vital role in the school community and as such will be invited to participate in promoting good behaviour in the school and to support the Code of Behaviour. The class teacher will note regular incidents of minor misbehaviour in the child's school journal. Parents/Guardians are requested to read and sign this note. When additional work is given to the child as a sanction, parents/guardians are requested to also sign this work. From time to time, teachers will call on parents/guardians to come to the school to discuss some aspect of their child's behaviour. If required the Principal will be informed of this meeting and may attend. Parents/Guardians are encouraged to make an appointment with the class teacher or with the Principal as soon as possible in an effort to prevent any escalation in their child's misbehaviour. The school will remind parents/guardians at

every opportunity of the procedures for contacting the school and for arranging a meeting with teachers. Where a child is found to be involved in more serious behaviour the Principal may request parents/guardians to attend an informal/formal meeting at the school. This meeting may be arranged with parents/guardians by telephone or in writing. The class teacher or the teachers who witnessed the misbehaviour while supervising on yard duty, the Principal and the Chairperson of the Board of Management may be present at this meeting. The child may attend all or part of the meeting if deemed appropriate.

Managing Violent/Aggressive Behaviour

The school recognises that a child may not always respond positively to the usual intervention, as outlined in the Code of Behaviour. These children require extra support in an effort to manage their violent or aggressive behaviour. Occasionally a small minority of children show particular challenging behaviour, due to their educational needs or to other reasons. It is vitally important for teachers and parents to co-operate in order to deal with this misbehaviour.

Appeal

Under Section 29 of the Education Act 1998, a parent or children who have reached the age of 18 years are entitled to appeal to the Secretary General of the Department of Education and Skills against some decisions of the Board of Management, including (1) permanent expulsion from the school and (2) suspension for a period which would bring the cumulative period of suspension to 20 school days or longer in any one school year. The appeal must be lodged within 42 days from the date the decision of the school was notified to the parents. (See Circular 22/02).

Record Keeping

In line with the school's policy on record keeping and with data protection legislation, any record pertaining to children's behaviour will be kept securely in the teacher's cabinet or in the office or on the Aladdin system. Copies of all communications with parents will be retained in the school (in the folder for recording communication with parents/guardians). Records of serious and gross incidents are retained in the school until the child reaches 21 years of age (in the folder used to record communication with parents/guardians and on Aladdin).

Procedure for notifying the school of absences

Parents are obliged to notify the school (in writing) when their child is absent from the school and the reason for the absence. Parents are requested to send a letter of explanation to the school (to the class teacher) when their child is absent from school due to illness or otherwise. These notes are retained in a specific folder in the classroom.

All parents are advised not to bring children on holidays during the school year.

Care of children before/after school

Parents are informed that the Board of Management will not accept any responsibility for children who arrive to the school before 8.40 a.m. or after 1.30 p.m. (for infant classes) or 2.30 p.m. for the other children in the school. Teachers are responsible for the children after school if the children are taking part in classes organised by the school and recognised by the Board of Management. Children taking part in classes after school must understand that the school's Code of Behaviour is in force during these classes.

School Rules Fig 2.1

The School Rules are classified as follows:

1. Irish
2. School rules
3. Classroom rules
4. Yard rules

Irish

Irish is the spoken language of the school. Every child must speak Irish in the classroom, in the yard, in the surrounds of the school, and at school related events (i.e. tours, games, competitions, sacraments etc). English is not permitted. Parental co-operation is essential in implementing this rule.

School Rules

- Show respect, courtesy and good manners to each other and to adults.
- Bullying will never be tolerated in Scoil Naithí. Being nasty to other children or causing them harm is not permitted. Verbal abuse, gossiping, threatening or aggressive behaviour to any person is prohibited.
- Be truthful at all times at school. The telling of lies is not permitted.
- Walk quietly in the school building and its surrounds at all times. Running or being loud in the school is not permitted. The class line always keeps to the left.
- Arrive to school each day on time and leave the school yard immediately when the bell rings at 2.30 p.m.
- Take care of the school: the yard, the classroom, school equipment, furniture, computers and toilets.
- Littering or damaging school property or that of others is not permitted.
- Sensible clothes and shoes are to be worn. Wearing trousers that are too long, short skirts, belly tops, make-up or jewellery to school is not permitted. Long hair must be tied back. Sports clothing and runners must be worn at physical education and dancing classes.
- Never leave the classroom, the school or the yard without permission from the teacher.
- Sit quietly in your class line in the hall in the morning. When the bell rings, walk quietly in a line with your teacher to your classroom.
- Staying indoors during break time or lunch time is not permitted without obtaining written permission.
- Behave in an orderly and responsible fashion outside school gates. Always cross the road with the help of the lollipop lady/man.
- Bring a nutritional lunch to school. Chewing gum, sweets, crisps, peanut butter and glass bottles are prohibited. Rubbish is to be taken home in the lunch box.
- Mobile phones are not to be brought to or used in school without a written explanation from your parent.
- Learn the Fire Drill and pay attention to it.
- Every child must implement the school's Green Code.
- Attention must be paid to the school rules at training, at games, on trips, at competitions and at every school event.
- A note from your parents is required: if you were absent, if you are to remain indoors during lunch time, if you are to go home early, if you have a mobile phone or if your homework is not done.
- Cigarettes, alcohol or drugs are not allowed to be brought to school.
- The rules as outlined in the Acceptable Use Policy are in force at all times when children are using the computers and the internet.

Classroom Rules

- Speak Irish in the classroom at all times.
- Learn the Classroom Rules and pay attention to them.
- Be polite and co-operative with your teacher and fellow students. Continuous speech, bad language, swearing, back-answering, boldness or misbehaviour will not be accepted. You are not allowed to interrupt the teacher or any child.
- Pay attention to the teacher's instructions.
- Always do your best with school work and homework. Ensure your parents sign the homework.
- Ensure that you have your books and class equipment with you always. Books must be covered and kept clean and tidy.
- Write your name on your books, your clothes and your school equipment.
- Walking about or throwing anything in the classroom is not allowed.
- Keep your table and the classroom clean, tidy and safe. Coats must be hung, passageways kept clear and chairs pushed in.
- School bags with wheels, toys, magazines, playing cards or money are not to be brought to school without permission.
- If a visitor comes to the class, welcome them and be polite to them.
- Ask for the teacher's permission if you are going to the toilet. Only one person at a time is allowed to go to the toilet. Bring a hand towel with you each day.
- If the teacher must leave the classroom, you must remain in your seat.
- Children must always run errands in pairs.
- Observe the classroom rules which are set by the children and the class teacher.

Yard Rules

- Speak Irish in the school yard at all times
- You are not allowed go out to the yard until the teacher on duty is in the yard.
- When the bell rings, stand in your line and walk out quietly to the yard. Use the toilet before going out and put on a coat if the weather is cold.
- Attention must be paid to the instructions of the teacher in the yard.
- All children must play with children from their own class and in the area designated for their class. You are not allowed go behind the theatre, be in the teacher's car park or go out of the gate.
- You are not allowed play any game that is considered dangerous. Fighting, kicking, being rough, climbing, spitting, pushing, throwing stones, hitting or walking in puddles is not allowed.
- You are not allowed on the grass when it is wet.
- If you fall in the yard, immediately inform the teacher on duty.
- You are not allowed come in from the yard without the permission of the teacher on duty.
- You are not allowed to bring a ball out to the yard at break time.
- You are not allowed to litter in the yard.
- When the bell rings at the end of break/lunch time, walk quietly into your class line. Wait quietly in the line until your class teacher arrives and then return to your class.
- On wet days all classes remain seated in their classrooms. Walking about is not allowed.
- If you wish to eat in the yard during break time, you must remain seated.
- Food is not permitted in the school yard at lunch time.

An Cód Iompair

Important Information from the Board of Management of Scoil Naithí

Every family in the school has a copy of Cód Iompair Scoil Naithí and Rialacha na Scoile. Each and every family (both parents and pupils) is asked to ensure that they fully understand both documents, and are willing to obey them. This is both necessary and obligatory.

As well as Cód Iompair and Rialacha na Scoile, every family is asked to ensure that the rules listed below are also obeyed.

- * Irish must be spoken at all times in the school and school surrounds. Irish is the spoken language of the school and your assistance is essential.
- * The school gate is opened at 8.40 a.m. In the morning the main school door is used and the children sit in the Halla. If a child is late coming to school (after 8.50 am) he/she must come in the main door.
- * We ask parents not to interrupt classes during the school day. Therefore if you come to school with lunch, sports clothes etc. please bring them to the office, not the classroom.
- * Due to health and safety issues and the requirements of our insurance company, all parents are asked not to accompany their children into the school in the morning.
- * Prepare a small story or news item in Irish with your child each evening (Junior and Senior ` Infants). Check and sign your child's homework each evening. (1>6th class)
- * It is the responsibility of every parent to notify the school if their child has an infectious or contagious condition and to take all necessary precautions to limit the risk to other children in the school.
- * We ask all parents not to bring children on holiday during the school year. If children are taken out of school to be brought on holiday during term time, parents are asked to give at least one weeks notice in writing to the principal.
- * If you need to speak to a teacher or the principal please make an appointment.
- * Please do not bring prams/buggies into the school building.
- * Access to the school building for parents and children is through the pedestrian (little) gate only. Never walk or drive in the big gate.
- * Children are not allowed to bring toys or dangerous items to school.
- * For safety reasons we do not allow the children to bring school bags with wheels.
- * Ensure that your child's clothes, lunch box etc. are name tagged.
- * Ensure that your children's shoes are comfortable and sensible as they spend 30 minutes every day running and playing in the yard. For health and safety reasons it will be obligatory that children wear runners/trainers during PE/dancing/drama.
- * Make sure your child has a hand towel. Long hair must always be tied back.
- * It is the responsibility of every parent/guardian to inform the school in writing if their child is absent from school and the reason for this absence.
- * If your child is going home during school hours, it is necessary to write a note for the teacher, and collect him/her from the classroom.
- * Children/parents are not allowed to distribute party invitations on the school premises.
- * Make sure your child has a healthy sensible lunch. Chocolate, crisps, sweets, bars, nuts, popcorn and fizzy drinks are not allowed.
- * The children bring their leftovers and wrappings home in their lunch boxes.
- * School insurance requirements for all class outings are: two parents accompany children from R1->R6, and five parents accompany both Junior and Senior Infants.
- * Children are not allowed to switch on or to use mobile phones or other electronic devices during the school day. Parents must write a note in the Dialann any day that their child needs to take a mobile to school.
- * Parents are asked to park safely and legally outside the school. The children's safety must never be compromised.
- * All children must comply with the school rules, in particular the rules regarding Covid-19. You are asked to consult our Covid-19 policy.

Your child's health and safety is of the utmost importance, therefore, I am sure we can depend on your co-operation at all times. Go raibh maith agaibh.