Goatstown ETSS Code of Positive Behaviour

Scope:
This Code of Positive Behaviour ("the Code") applies to all of the students of Goatstown Educate Together Secondary School ("the School") and relates to all School activities both during and outside normal school hours. It applies both on and off the School grounds. The code applies specifically to students. However, the modelling of situation-appropriate behaviour by staff at all times is essential in creating an atmosphere where students and staff treat each other with respect and courtesy. Similarly, Parent(s), Guardian(s), Carer(s) have a role in promoting a positive behaviour model, particularly in their dealings with the School.

Relationship to School's Vision Statement:

Goatstown Educate Together Secondary School is an equality-based, democratically run, inclusive and student-centred community of life-long learners which is underpinned by positive relationships.

We value, encourage and reward kindness, effort, and creativity. We support and challenge students to develop the ability to persevere and to learn the value of working hard. Our community encourages students to develop critical thinking skills.

We prepare students for responsible global citizenship and help them to contribute to sustainable development and to challenge social injustice. Our aim is to be an exceptional school which values highly effective teaching and learning. Our school places great store in a positive partnership between home, school and the wider community ensuring that we can be alert and responsive to the changing needs of our students.

Links to Ethos:
The Code reflects the ethos of the School which includes a recognition of the uniqueness and individuality of all of our students and staff and of their rights to enjoy their roles within the School and equally a recognition of the corresponding responsibility of each individual within it, to the School community.

Rationale
The School places great store on the importance of students being given every possible encouragement to develop healthy patterns of behaviour. To function efficiently a school requires rules and regulations which are clearly stated and implemented consistently, wisely and with kindness. The ideal is that students will acquire the skills of self-discipline but it is recognised that sanctions may sometimes be required to ensure that learning remains the key focus of the School at all times. It is also a key feature of this code that all infringements are dealt with at the lowest level possible so that the day to day interactions are based on positive relationships.

Objectives:

1.   To create a safe, secure learning environment for all students by promoting a sense of mutual respect among all members of the School community.

2.   To encourage students to acquire habits of situation appropriate conduct and self-discipline that will enable them to play their part as constructive and responsible members of society.

3.   To ensure that management of the classroom learning will be made as effective as possible through the maintenance of learning-focused class behaviour.

4.   To ensure that all members of the School community cooperate to achieve good order throughout the School and show courtesy, consideration and kindness for others and respect for the School environment.

5.   To ensure that all members of the School community understand the role they have to play in upholding of Code. In particular, the School will always attempt to restore relationships.

6.   To outline strategies to encourage the making of wise choices and to discourage poor behaviour. and create a structure of fair, consistent and agreed sanctions that will be used in response to unacceptable behaviour.

7.   To ensure that hand hygiene, respiratory hygiene and cough etiquette will become part of the culture of the school.

Content of the Code

Student Rules
The School expects that all students will

Show consideration for their own learning and the learning of others in that they will:

1.   Treat all staff, members of the public and fellow students with respect and courtesy.
2.   Comply with the specific rules of behaviour as set out by each class teacher recognising that these may differ in sport, science, language classes etc.
3.   Complete all homework set, neatly, on time and to the very best of their ability.

Contribute to a positive atmosphere in the School environment in that they will:

4.   Refrain from the use of bad language.
5.   Move around the School in an orderly manner. Keeping to the left of the corridor and queuing outside the class with appropriate social distancing.
6.   Comply with all reasonable requests made by staff and volunteers.
7.   Respect the School environment, for example, by not dropping litter, chewing gum or using 'Tippex' or any liquid eraser, or putting graffiti on desks, walls or others belongings.
8.   Comply with instructions with regard to areas designated 'out of bounds.' Particularly important as we are sharing this building with another two schools.
9.   Treat all School equipment and property, their own property and the property of others with respect.
10.   Arrive to school with a fully charged iPad each day, and to respect and care for your iPad.

Contribute to their own safety and the safety of others in that they will:

1. Never possess, use, or consume alcohol, or non-prescribed drugs (including tobacco) while in School, on School trips, or during school hours.

2. At all times show respect for the rights of others to enjoy School and to be free to learn in a safe non-threatening environment. (See Anti-Bullying Policy.)

Comply with the School attendance policy in that they will :

1. Attend School every day of term and remain within the School grounds for the whole of school day.
2. No teacher, parent or child should attend an educational setting if unwell or if any member of their household is unwell or displaying symptoms consistent with Covid-19
3. Be on time for School and for every class.

Roles and Responsibilities
The School acknowledges the contribution of all members of the School community in upholding the Code. Each member of the School community has a responsibility for the promotion of good behaviour and a role in minimising unacceptable behaviour.

Role of students

It shall be the role of students:

1. To read and become familiar with the Code by reading the Code carefully and discussing it in class and at home.

2. To respect your own right and the right of other students to learn by arriving to class on time, by completing homework carefully and on time, by bringing their iPad and equipment to class, by not behaving **in any way** that interrupts the learning of other students e.g. chatting when asked not to, distracting behaviour etc.
3. To respect the right of teachers to teach by following the rules laid down by each teacher as regards class behaviour and by not hindering the progress of the class in any way.

4. To respect the right of others to enjoy School by behaving with consideration for other members of the School community and by playing a full role in ensuring that the School is free of bullying behaviour.

5. To treat with respect all School equipment, including lockers, all personal equipment and the equipment of others. To look after games/science/music equipment and to sterilise iPad screens and general school equipment in line with Covid-19 best practice. To return equipment carefully to the correct place after use, following all instructions from staff regarding safe storage in the context of Covid-19.

6. To clearly naming all belongings and making sure they are not left lying around and that they are left in the locker when not in use. By taking care not to pick up and remove the belongings of others. By not writing on desks, chairs or other School equipment. Students may not borrow or use the equipment of other students or teachers at any time.

7. It is each student's responsibility to keep their locker locked at all times and not to share their locker code with any other student. Similarly, school lockers should only be used to store books and other school related equipment. Students are not permitted to access any other student's locker, even if requested to do so. The use of lockers in 2020-2021 will be minimised and will be supervised to ensure appropriate social distancing.

8. To behave at all times in such a way as to promote the health and safety of yourself and recognise your role in promoting the health and safety of all members of the School community by listening to and following instructions given by all staff as regards health and safety and by thinking through the consequences of actions before acting.

9. To follow all reasonable instructions related to Covid-19 issued by staff.

10. To use hand sanitiser before and after class and after visiting the toilet; after eating; after touching your nose/eyes/mouth.

11. To participate in sports and other School activities in good spirit, recognising your responsibilities as a team member, participant or supporter, by celebrating both School achievements and good performance by others, by attending practices/ rehearsals as required, by being reliable about being at the right place at the right time with all necessary equipment, by acting in such a way as to promote good team spirit, by never saying or doing anything to put down somebody representing the School or another school.

12. To behave at all times, and particularly when outside the School or on School trips, as an excellent ambassador of the School and its ethos, by treating all members of the public with courtesy and consideration, by cooperating fully with all instructions given by members of staff.

Role of Parent(s), Guardian(s)/Carer(s):
The role of Parent(s), Guardian(s)/Carer(s) is essential to the effective operation of the Code. The School fully acknowledges the part they play in the operation of, and the support and encouragement they give their children to uphold, the Code.
It shall be the role of Parent(s), Guardian(s)/Carer(s):

1.   To read and become familiar with the Code.

2.   To discuss the Code with your child to ensure that they understand it and its rationale. To support the school in minimising the risk of spreading COVID-19.

3.   To ensure that your child is able to make the most of all the opportunities available to them by attending School every day and arriving on time, by ensuring they arrive in School by

8.40am each day, by ensuring that their education is interrupted as little as possible by appointments etc. during the School day in term time, by ensuring they participate in sport when scheduled to do so and by encouraging them to participate in other extracurricular activities.

4. To take an active interest in your child's academic work and extracurricular activities, by asking about progress, assessment results and homework, by looking at their School Journal weekly, by discussing school with them and supporting them at sports matches, Student Enterprise Award, Young Scientist, debating etc.

5. To attend parent-teacher meetings, as listed on the School calendar circulated at the start of each school year.

6. To interact with the school community in a positive, polite and respectful manner.

Role of Class/ Subject Teachers:

The School acknowledges the role of teachers in the development and operation of the Code. The School recognises that the main focus of the Class Teacher is in the area of teaching and learning but they also have an important role to play in behaviour management. The School recognises and values the fact that teachers are individuals with their own teaching style bringing different qualities to the classroom and within this play their role in upholding the Code. It is not the aim of the Code to prescribe how teachers should manage teaching and learning but rather to give them a structure to use as and when appropriate. It is worthwhile noting that well-prepared classes with a blend of active participation, individual, pair and group work as well as well-presented resources will go a long way towards creating a positive work ethic.

It shall be the role of Class Teachers:

1. To read and become familiar with the Code.

2. To work hard to create a positive, pleasant and professional relationship with your students.

3. To draw up a simple subject-specific code of conduct for your classes in line with the Code of Positive Behaviour. To ensure that all students are informed about the agreed rules in your classroom.

4. To log incidents on Vsware as a way of affirming both the positive and negative things that a student may be doing.

5. To engage the student in a restorative conversation and to remind students about the sanctions in the code of positive behaviour and by putting the sanctions in place.

6. To send home an effort postcard home when a student is deserving of one.

7. To inform the Clan Tutor of any **repeated or serious breach** of the Code that interferes with the freedom of other students to learn or your freedom to teach by using the 'assign to' feature on Vsware when reporting this.

8. To set homework that is relevant, interesting, helpful and not overly time-consuming. The aim should be to expect quality over quantity.

9. A student should never be 'kicked out' of class.

10. To ensure the Code is upheld within the School and while engaging in extracurricular activities, sport, and School and being familiar with our dress code for school events or functions, by correcting all incidents of inappropriate behaviour, by being vigilant at all times about litter, damage to property, lack of consideration for others.

Role of Clan Tutor:
The School recognises the pivotal role of the Clan Tutor in the welfare and education of the students in their charge. The School also fully recognises the Clan Tutor's role in promoting positive attitudes towards School and learning and their role in upholding the Code.

It shall be the role of Clan Tutors:

1. To read and become familiar with the Code.

2. To discuss the Code with their clan regularly to ensure that students understand it and its rationale by spending at least one registration period a term and more if necessary and by reviewing the Student Friendly Code which is located in the journal.

3. To monitor behaviour of individuals and challenge any interference with learning in class.

4. To discuss with, and give advice to, individuals about breaches of the Code as reported to them and by empowering them to change their behaviour.

5. To discuss concerns with the Student Support Team and the relevant Year Coordinator.

6. If helpful, the Year Coordinator may engage the teacher and student in a restorative conversation.

7. To apply sanctions as agreed when informed of breaches of the Code so that students experience the consequences of their misbehaviour with the aim of modifying their actions in the future.

8. To inform Parent(s), Guardian(s)/ Carer(s) if appropriate.

9. To administer report cards, templates of which are located in the student journal.

10. To inform the Year Coordinator and Deputy Principal, if appropriate.

11. To organise an interview with Parent(s), Guardian(s)/ Carer(s) as appropriate to set targets.

Role of the Year Coordinator:

1. To act as the 'next level' in dealing with work or behaviour issues which have not been resolved.

2. To look afresh at the issues and to try to work with the Clan tutor, teachers, students and Parent(s), Guardian(s)/ Carer(s) to resolve the issue.

3. To take over supervision of the report card/ electronic report system if needed.

4. To refer the issue to the Deputy Principal if required.

Role of the Deputy Principal and Principal:

It shall be the role of the Deputy Principal and the Principal:

1. To empower all members of the School community to uphold the Code by facilitating staff training, familiarity with the Code and its operation in School.

2. To support the Year Coordinator in changing the behaviour of individuals referred to them.

3. To organise an interview with Parent(s), Guardian(s)/ Carer(s) as appropriate.

4. To take over supervision of the report card/ electronic report if needed.

5. To ensure compliance with the Code.

Preventative Measures and Interventions:
Prior to entry to the School all Parent(s), Guardian(s)/ Carer(s) should read and sign the copy of the Code of Behaviour which is located in the student journal. Student understanding of the Code will be facilitated by the following thereby acknowledging their support and cooperation.
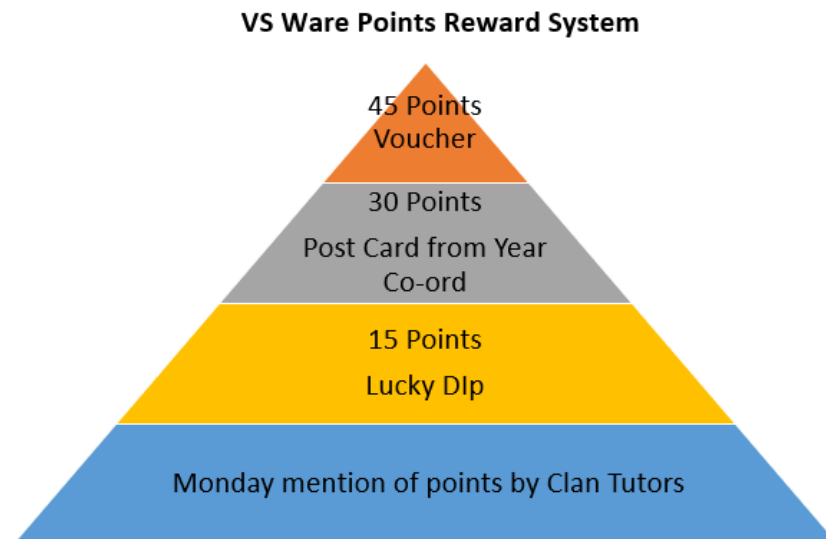
1. At the start of each school year the Clan Tutor reminds students of their role and responsibilities in upholding the Code in the School.
2. We will recognise respectful and desirable behaviour during school ceremonies and school reward system.
3. School rules are discussed as part of Ethical Education (EE) the Social Personal Health Education (SPHE) and Civic Social Political Education (CSPE) programmes where issues such as respect, acceptance of others and the need for self-control are explored. Bullying and Racist behaviours can also be challenged in this context.
4. Students may choose to visit the Guidance Counsellor or be referred to the Guidance Counsellor by the Form Teacher or by parents, if appropriate.

Rewards:

Examples of rewards for students include, but are not limited to:

1. Verbal reinforcement of good behaviour. Do not underestimate the power of this.
2. Writing an effort postcard to recognise something positive that a student has done.
3. Using Vsware, the teacher can record positive incidents. This will link to the prizegiving ceremony where students can receive prizes and awards for the categories of effort, kindness and creativity.

VS Ware Points Reward System

45 Points
Voucher

30 Points
Post Card from Year
Co-ord

15 Points
Lucky DIp

Monday mention of points by Clan Tutors

4. Recommendation by Clan Tutor that the Principal or Deputy Principal/ Year Coordinator should talk to the student about their success.
5. A letter home from the Principal/ Deputy Principal/ Year Coordinator acknowledging a consistently positive contribution in one term or in one year.
6. Whole Clan rewards (whole class achieve minimum number of points) e.g. class trip, movie, quiz, mindfulness colouring.

Sanctions:

Some or all of the following sanctions may be used so that students experience the consequences of inappropriate behaviour. They are scaled, so as to take account of the nature of the incident and the situation leading up to the incident and are imposed by staff according to our ladder of referral. It is an absolute core principle that teachers, as adults, in their interactions with students should live the ethos of Educate Together. This means that the basic principle of natural justice underlies all decisions. It also means that where possible, a restorative approach should be taken so that a student can make amends for their behaviour. Teachers are advised that good practice is to sort issues out at the lowest level possible with an ethic that maintains and restores positive relationships quickly once something has been dealt with. It is also a core principle that students should get the right to reply. This does not necessarily mean that a teacher will change their mind, but it does ensure that students are heard.

Minor breaches of the Code

Examples of this behaviour include but are not restricted to: Talking when something is being explained or when a teacher needs to tell the whole group something, leaving a work area untidy, littering, chewing gum, homework not done....

1. Non-verbal correction e.g. eye contact.
2. Verbal correction (ideally quietly and not in front of the whole class.)
3. Moving the student within the classroom.
4. Using the available dropdown menu on Vsware to log the incident.
5. Internal exclusion from class activity.
6. Class teacher may meet informally with Clan tutor to discuss strategies to resolve the situation.
7. Factual note home in the Journal (remember to record this in VSware). This may need to be followed by a phone call home or a meeting with the parent to resolve the issue. **Email should not be used other than to arrange a meeting.**
8. Extra work to be done at home.
9. Extra work to be done at break/lunch time.
10. Referring the issue to the Clan Tutor using the '**assign to**' function on Vsware. This action will be taken only if minor breaches are repeated and if the teacher's intervention has not yet resolved the issue.

More serious / repeated breaches of the Code

Examples of this behaviour include but are not restricted to: ongoing and repeated minor breaches of the Code, Blatant rudeness to a teacher or student, small scale vandalism.

1. Phone call home by Clan Tutor or teacher depending on the circumstances.
2. Phone call / conversation with parents.
3. Report card.
4. Break time detention supervised by the teacher who gave the detention.
5. After school Community Service arranged with the Year coordinator when necessary.
6. Meeting organised by the Deputy Principal – attended by, but subject to availability of, 2 staff members (including the Deputy Principal), the student and the Clan Tutor **as a support** to the student. Meeting is chaired by a member of staff. Note that a Disciplinary Committee should not be established without discussion with the Principal and Parent(s), Guardian(s)/ Carer(s). All relevant facts should have already been examined and clarified before the committee meets.
7. In-house suspension.
8. Suspension may be recommended to the Principal but can only be sanctioned by the Principal and in the context of the Suspension and Expulsion Policy.

Major breaches of the Code of Positive Behaviour

Blatant refusal to follow instructions from a member of staff, smoking, taking drugs, misusing social media (see anti-bullying policy,) bullying, vandalism, physical assault etc

In cases where normal disciplinary measures have failed to bring about a change in Behaviour or in the case of extremely serious single offences, the Principal decides what specific punishment will be imposed. This will usually be on-foot of a disciplinary committee meeting. Sanctions may include suspension of up to 5 days from School (See Disciplinary Procedures involving Suspension

or Expulsion for specific details.) In the event of a suspension being imposed a meeting or a telephone conversation between the Parent(s), Guardian(s)/ Carer(s) concerned and the Principal is arranged before the student is allowed to return to School. A suspension of 3 days and above must be communicated to the chairperson in advance of the suspension.

Extreme breaches of the Code of Positive Behaviour
Behaviour which threatens the health and safety of individuals in the school community/ ongoing major breeches of the Code of Positive Behaviour/Gross misuse of social media which threatens or undermines the personal integrity of another student or teacher. This list is not exhaustive.

In extreme circumstances, the student's case may be referred to the Board of Management who must then consider whether or not they may remain in the School, having first considered reports from the Principal and having taken account of any views put forward by the student and/or his/her Parent(s), Guardian(s)/ Carer(s). (See *Suspension and Expulsion Policy*.)

Monitoring implementation
All members of the staff will monitor the implementation of the Code. The full co-operation of Parent(s), Guardian(s)/ Carer(s) is expected in the event of being contacted by the School on a disciplinary matter. Each student must do his/her best to observe the standards of Behaviour set out in the Code. A review of the Code is to be included on the agenda for Staff Meetings and Student Council Meetings at least once a year.

Success criteria
It is the aim of the Code that there is a positive learning atmosphere throughout the School in which students are free to learn and teachers are free to teach. All members of the School understand the role they have to play in upholding the Code for the good of the whole community.

Review and evaluation
A full review of the Code and its implementation is to be undertaken at least once every three years.

This policy will be formally adopted by the Board of Management when it is formally constituted.

Jonathan Browner
School Principal

Ben Murrary
Chairperson – Board Of Management

Date: 11ᵗʰ November 2020
Date of next review: November 2020

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Code of Positive Behaviour
Parental Signature:

Signed: _____

Date:   _____
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CODE OF POSITIVE BEHAVIOUR – SHORT FORM FOR STUDENTS

Do	Why?
Respect yourself and your right to learn.	It's hard to respect the rights of others when you don't respect yourself.
Respect the rights of other students to learn and the right of your teachers to teach.	Our school will be a happier and busier place if everyone pulls together.
Walk around the school in an orderly way.	It's safer for everyone and the atmosphere will be pleasant and calm.
Get organised for your day by being on time and sorting out your books and equipment or the night before.	Your learning will be enhanced by you being ready to learn.
Learn about what an 'acceptable' noise level is.	Sometimes your teacher will want total silence so that they can explain something to you. Sometimes you will need to talk in groups or pairs or engage in noisier discovery learning.
Be kind and generous.	Being kind to others and accepting them for who they are is really important in our school. It feels good to be kind!
Follow all reasonable requests by staff.	Your teachers have the right to expect that you will help them to create a professional, pleasant and busy working environment.

Some non-negotiables

Our school does not tolerate bullying. Don't be a bystander either.
You are expected to work hard, to be on time and to attend school.
Anything that gets in the way of learning and teaching is unhelpful. If you need to get help with something, then ask.
School equipment is costly to replace and repair. Treat it well.
You may not use your phone during the school day (including at break times) or in class unless you have permission from a teacher.
Chewing gum is not allowed (yes for teachers too.)
You are expected to keep your locker and the classrooms tidy.
Attend school every day and be punctual.
Physical or sexual threats or violence against any member of our school community are considered to be in the upper range of seriousness in the extreme breech category of this Code.

Signed: (Student to sign)_____

Date: _____