

# Code of Conduct and Discipline, Scoil Raifteirí

## **CÓD IOMPAIR AGUS SMACHTA SCOIL RAIFTEIRÍ:**

© Cóipceart. Tá an polasaí seo molta ag Bord Bainistíochta na scoile, ach glacann an Bord Bainistíochta go bhfuil an ceart acu, an polasaí seo a athrú aon am is mian leo i gcomhairle le pobail na scoile. I gcás go bhfuil dearmad déanta in aon ráiteas thíos cuirfear an dearmad sin faoi bhraid an Bord Bainistíochta agus ní ghlacann an Bord Bainistíochta le haon dualgas mar gheall ar an dearmad seo.

**Scoil Raifteirí endorses the DES policies, interlinking our school code of conduct and discipline policy:**

**Anti-Bullying Policy (Circular 045/2013) Forum and Action Plan January, 2013, DES**

**Anti-Bullying Policy, Scoil Raifteirí 05/02/13; 2014.**

**DES Code of Behaviour and Discipline for National Schools**

**NEWB: Code of behaviour guidelines for schools.**

**DES: Child Protection Policy (065/2011)**

**Child Protection Procedures for Primary and Post Primary Schools**

**Acceptable Use Policy and using the Internet**

**Health and Safety Policy**

**Equal Status Act 2000-2004 including the nine grounds for prevention of discrimination.**

## **AIMS:**

1. To implement an effective code of discipline in order to promote a healthy atmosphere and safe environment, so that pupils can learn, develop self discipline, be safe and make progress in every aspect of their primary school development.
2. That each staff member will have a positive attitude regarding questions of discipline.

## **PRINCIPLES:**

1. The school recognizes that there are various differences between children and, perhaps, they are required to be accepted/tolerated.
2. It is agreed that a spirit of cooperation and strong support between staff members, parents and children is essential in order to achieve a high standard of good conduct.
3. Every effort is to be made to ensure that the code of discipline is implemented in a reasonable, fair and consistent manner.
4. The discipline depends on the individual teacher and will be in accordance with school policy.
5. Teachers may discipline children from classes other than their own, if necessary.
6. Common sense and reasonableness should be used at all times, with positive methods and cooperation between teachers, children and parents.

7. Every relevant person must be kept informed of the relevant information in a fair manner.
8. Problems must be dealt with professionally, with honesty and fairness as far as possible.
9. All information must be carefully gathered before any complaint is investigated.
10. Children and teachers are entitled to have a happy school life together and everyone should contribute to this for the benefit of everyone involved.

## **SCHOOL RULES:**

1. The school rules are to be found in the Scoil Raifteirí Diary. Teachers, parents and children are advised to read these carefully and to re-read them regularly especially at the beginning of the school year and during the school year.
2. These rules are based on safety, children taking care of themselves and others, giving and showing respect, preventing bullying, good attendance and punctuality, doing school work and homework, good conduct and manners, being honest and honourable with everyone.

### **3. Safety of the individual child and others:**

The child should:

be careful coming to and leaving the school;

always walk in the school playground;

always stay seated in the classroom/while eating lunch;

avoid rough racing in the school playground and show respect to classmates;

fill out the Absence Form in School Diary after an absence from school;

never leave the school campus without permission

### **Taking care of myself:**

I must have respect for myself and my property and maintain my school bag, books and copybooks in good order. I should listen to the school bell and be in time. I should respect my school and be proud to wear the school uniform/track suit every day and on school occasions. I should be careful of my personal hygiene. I should bring healthy, nutritious

lunches to school. Crisps, fizzy drinks, nuts, sweets, and chewing gum may not be brought. I should make my best effort at school, by listening carefully, working as hard as I can and always completing my homework.

Taking care of others:

I should be kind and respectful to teachers and classmates through good manners and habits, through waiting my turn, through keeping quiet and being orderly in class and in the class line. I should be well behaved in class so that my classmates can listen and learn. I should keep my school clean by bringing home remains of school lunches/drinks etc. I should respect the property of others, my classmates, the school building and the entire school campus. I should be honest and honourable at all times.

### **Anti-Bullying:**

**Anti-Bullying Policy:** Scoil Raifteirí endorses the DES Anti-Bullying policy (045/2013); Anti-Bullying Forum 2013, Anti-Bullying Action Plan 2013. Eolas/Info: [www.education.ie](http://www.education.ie). "Bullying is repeated aggression-verbal, cyber bullying or written bullying, social bullying, intimidation or physical bullying. Bullying is never acceptable. Bullying is wrong. It includes deliberate exclusion, malicious gossip, text, cyber, sexual bullying, identity based bullying-homophobic, racist and bullying of those with disabilities and special needs".

I should never bully anybody else by using bullying behaviours. I should not allow anybody else to bully me and, if it does happen, I should inform those in authority, my parents and my teacher. Bullying is despicable and is never acceptable.

**"This is a school in which everyone is free from bullying and aggression. We do not like or accept it."**

4. These rules are based and implemented for the benefit of children, their parents and school staff.
5. Rules apply to playing areas, the swimming pool and transport vehicles.
6. School policies are explained to parents when their child start school in infants' class.

## Scoil Raifteiri School Rules:

**1. An Ghaeilge:** The primary school curriculum is taught through the medium of Irish, excluding English, and all communication in the classroom, playground and on official occasions is done through the medium of Irish.

English is taught as a subject to the highest standards. All pupils must speak Irish from the time they enter Geata na Scoile until they leave it. All visitors, parents/guardians are asked to adhere to appointments and are requested to speak and practice Gaeilge on entering and whilst on school grounds.

**2. Good manners:** It is through good manners and best behaviour that we show respect for ourselves/parents/guardians/teachers/school friends and our school. I am responsible for my actions. Training and good example is very important from a very young age. Positive support and co-operation is expected from all concerned parties in the interest of the child, at all times.

**3. Visitors:** Children must welcome all visitors to the school and good conduct is essential at all times towards visitors and staff members.

**4. Home-work:** Must be always fully completed by child, and Dialann signed by parent/guardian, on Monday - Thursday. Heavy books may be left at school, for convenience.

**5. Punctuality and Attendance:** It is important to be punctual (fill out Page/School Diary-Lateness/Appointments), and to attend class every day. (fill out Page/School Diary Absences).

NB agus NM: 8.50-1.30. Rang 1 – 6: 8.50-2.30.

**6. School Uniform:** Full labelled school uniform must be worn at all times, unless otherwise advised by the class teacher. Full track-suit with white polo shirt must be worn for all physical education classes/other occasions. Pupils are expected to be responsible for their own things. All items should bear the child's name in Irish.

**7. Safety and Health of Pupils:** Children are not permitted to leave the school grounds during school times without a written note from parents/guardians and consent from the classteacher. Children are not permitted to:

- (i) Go to shop, or disrupt the neighbours
- (ii) Go out for lunch
- (iii) Retrieve a football
- (iv) Attend an appointment unaccompanied.

Personal valuable possessions and pocket money may not be taken to school.

**MOBILE PHONES OR RECORDING DEVICES ARE NOT ALLOWED IN SCHOOL/ENVIRONS.**

Party invitations may not be distributed in school.

**8. School Property:** Children must respect all school property, building, equipment and contents. Malicious damage incurred must be repaired and paid for immediately.

**9. Good Health of Pupils:**

- (i) Children eat their own nutritious lunches everyday at school-uneaten items, must be brought home.
- (ii) Personal cleanliness and hygiene is essential.
- (iii) Make-up may not be worn.
- (iv) Earrings may not be worn.
- (v) Substance use is strictly forbidden.

**10. School playground:** The following items are forbidden:

- Litter throwing.
- Walking on plants rockery, climbing rocks, walls or buildings.

- Stone/sand throwing
- Nasty/foul/rough play and bullying.
- Tin/Cans of minerals and glass bottles.

**11. Official School Occasions: These rules apply:**

- Rule 1: An Ghaeilge
- Rule 2: Good behaviour
- Rule 5: Punctuality
- Rule 6: School Uniform

**SCHOOL TIMETABLE:**

1. Opening time **8.50 a.m.**
2. Break time **11.00 a.m. – 11.10 a.m.**
3. Lunch time **12.30 p.m. – 1.00 p.m.**
4. Closing time for infants: **1.30 p.m.**
5. Closing time for classes R1 to R6 **2.30p.m.**

**HOMEWORK:**

It is the school policy to give regular homework which is appropriate to the class/age of the children. The children are advised to complete this homework themselves and the parents should then check and sign it and give encouragement to the children each day, Monday to Thursday. No homework is given at the weekend. No homework is given to junior infants during their first term.

**STRATEGY:** (Good conduct/Bad conduct will depend on the strategy used)

**Encouragement may be given through any of the following:**

- A quiet word of encouragement given regularly or the use of gestures which indicate respect.
- A little word/note/comment in the pupil's copybook.
- Visit to other members of staff/principal for recognition/encouragement.
- A quiet word of praise before a group/class.
- A merits award scheme.
- The promotion of privileges/responsibilities.
- Written or verbal communication with parents.

**In the following ways it can be indicated that particular conduct is unacceptable:**

- Immediate verbal correction and warning (without being sarcastic, insulting etc.) with a clear explanation that this conduct is unacceptable.
- Warning and scolding, giving examples /recommendations.
- Warning and being seated by himself/herself for 'Timeout' at the back of the class for a period.
- Extra work, e.g. lines to be done at home and signed by parents, on the school diary, or elsewhere. Lines to be collected by the teacher.
- Letter sent home/telephone call/ brief note to parents on school diary. Appointment, if necessary.
- After three failures, the child to be given the option of being sent to a different class/the principal.
- Letter sent home by principal.
- Appointment with the parents.
- The loss of privileges/school trips/swimming/games/computer etc.
- Detention at lunch time. This involves the signature of parents, the class teacher and principal.
- On the third detention, a meeting to be arranged between the class teacher, parents and other teachers involved. The meeting is to be arranged and a written notification sent to parents by post/e-mail.
- On the sixth lunch detention, the child is to be suspended for one/three days.
- Suspension/expulsion of the child (in accordance with Chapter 11 and 12 NEWB Guidelines for Schools; Rule 130 of Rules for National Schools, Circular 7/88 and the Education Act 2000). Suspension and expulsion should be proportionate response to the behaviour that is causing concern.

**PROCEDURES:**

- The teachers, in conjunction with the principal, will make judgment on a sensible basis on the procedure to be used, taking into account the severity, frequency and grade of the misconduct, i.e. minor, serious or gross misconduct.
- It should be noted that this list contains examples only. It is not intended to cover all possible misconduct and all possible methods of dealing with it.

## **EXAMPLES OF STEPS TO BE TAKEN IN DEALING WITH MINOR MISDEMEANOURS:**

### **FIRST STEP: (in the classroom)**

The child to write an account of what has happened OR one copy of the school rules OR the rule which has been broken (a maximum of twenty times). This is to be signed by a parent.

A note in the child's school diary to be signed by parent.

The child to be separated from classmates for a period.

The child to be sent to another teacher.

The child not allowed to take part in activities of a particular class.

Warning to the child that his/her name is in the supervision book more than three times.

Note to parents that there is further misconduct in the school playground. (Misconduct in the school playground includes any act which endangers the safety of the child himself/herself, other children, teacher or classroom assistant.)

### **SECOND STEP:**

The child to be sent to the principal/deputy principal.

The class teacher meets one or both of the parents.

The principal/deputy principal meets one or both of the parents regarding misconduct in the school playground.

## **EXAMPLES OF MINOR MISDEMEANOURS:**

Disrupting class work.

Coming in late to school.

Running in the school building

Talking/playacting in the line.

Leaving one's seat without permission at lunch time.

Forgetting bags for football/swimming/musical instruments.

Putting unfinished food/drinks in the classroom litter basket.

Wearing clothes which are not part of the school uniform/track suit.

Being bad mannered.

Handing in unfinished homework without sufficient cause.

Unsigned homework

Endangering himself/herself or other people at break/lunch time.

**EXAMPLES OF SERIOUS MISCONDUCT:**

Continually disrupting class work.

Telling lies.

Stealing.

Breaking/damaging the property of other people.

Bullying and aggression.

Giving back answers to a teacher/any other school employee.

Staying on the school campus outside school hours without appropriate permission.

Leaving school during the day without permission

Not making any effort to do one's best.

Using bad language

Bringing dangerous implements/weapons to school – pocket knife/Fireworks etc.

Deliberately hurting another child or any other person

**EXAMPLES OF STEPS TO BE TAKEN TO DEAL WITH SERIOUS MISCONDUCT:**

1. The child to be sent to the principal/deputy principal.
2. Note sent home by principal.
3. The principal to meet one or both of the parents.
4. The chairperson of the Board of Management to be informed and the parents asked to meet the chairperson.

**EXAMPLES OF STEPS TO BE TAKEN TO DEAL WITH GROSS MISCONDUCT:**

1. Following discussion with the parents, immediate suspension sanctioned by the chairperson/principal.



2. In extreme cases, direct expulsion from the school in accordance with Chapter 11 and 12 NEWB Guidelines for Schools; Rule 130 of Rules for National Schools, Circular 7/88 and the Education Act 2000). Suspension and expulsion should be proportionate response to the iiol

“A child may not be removed from the rolls because of infringement of school rules without prior permission of the school patron and without making arrangements for the enrolment of the child in another suitable school in the locality”.

**EXAMPLES OF GROSS MISCONDUCT:**

Threatening behaviour.

Aggressive behaviour.

Violent behaviour.

Any one or a multiple of above behaviours towards other children or towards a teacher or anybody else.

Deliberately setting fire to the school facilities/campus.

Deliberately leaving taps, pipes, fire extinguishers turned on.

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**Eascraíonn na polasaí seo thíos mar cuid lárnach den polasaí seo maidir le hiompair agus smachta na páistí scoile faoinár gcuraim:**

**Polasaí Frith-Bhulaíochta-Forum agus Plean Ghnímh Eanair, 2013, ROS;**

**Polasaí Frith-Bhulaíochta SR 05/02/13; 2014.**

**Polasaí Dearfach i léith iompar scoile agus rial-bhéasa ROS;**

**Polasaí Iompair NEWB/TÚSLA;**

**Polasaí le Páistí a chosaint;**

**Sábháilteacht Idirlíona;**

**Sláinte agus Sábháilteacht;**

**Bealaí le coscadh cur isteach ar dhaoine faoin Acht den Stádas Cothrom 2000-2004.**

### **AIDHMEANNA:**

1. Táimid ag iarraidh go mbeadh cód smachta éifeachtúil á chur i bhfeidhm ar mhaithe le atmaisféar slachtmhar, agus timpeallacht sabháilte ionas gur féidir le daltaí scoile foghlaim agus forbairt i bhféin-smacht, bheith sábháilte, agus dul chun cinn a dhéanamh i ngach cuid dá fobairt bhunscoile.
2. Go mbeadh gach duine ar an bhfoireann scoile ag déanamh gach iarracht meon deimhneach a úsáid nuair atá ceisteanna iompair i gceist.

### **PRIONSABAIL:**

1. Aithníonn an scoil go bhfuil dífriochtaí éagsúla idir páistí, agus bíonn gá le plean chun dul i ngleic leo /cur suas leo/fulaing, ms. i gcás iompar dúshlánach an pháiste.
2. Aontaítear chun caighdeán ard deá-iompair a shroichint sa scoil, go bhfuil spiorad comhoibriú agus tacaíocht láidir idir baill an fhoireann agus tuismitheoirí agus a bpáistí riachtanach.
3. Go mbeadh gach iarracht déanta chun cinntiú go bhfuil an Cód Smachta curtha i bhfeidhm i mbealach reasúnta, féarálte agus leanúnach.
4. Brathann an smacht ar an oide féin agus de réir an pholasaí scoile.
5. Is féidir le hoidí smacht a chur ar pháistí ó ranganna eile, más ghá.
6. Caithfear ciall agus réasún a úsáid i gcónaí, le modhanna deimhneacha agus comhoibriú idir oidí, páistí, agus tuistí.
7. Is cóir gach duine a chur ar an eolas atá bainteach leis i mbealach fearáilte.
8. Is cóir deigheal proifisiúnta le na fadhbanna, agus bheith ionraic agus cothrom comh fada agus is féidir.
9. Is cóir gach eolas a bhailliú go cúramach, sula ndéantar fiosrú mór faoi aon ghearáin.
10. Tá sé de chearta ag páistí agus an fhoireann saol sona a chaitheamh in éineacht lena chéile, agus is cóir do chách tacú le seo ar mhaithe le gach duine bainteach.

## **RIALACHA SCOILE:**

1. Tá na rialacha scoile ar fáil ar Dialann Scoil Raifeirí, agus moltar do gach oide, tuiste agus a bpáistí iad a léamh agus dul siar leanúnach a dhéanamh orthu, agus go háraid ag tús agus i rith na scoilbliana.
2. Tá na rialacha seo bunaithe ar sábhailteacht, ag tabhairt aire dóibh féin, agus ag tabhairt aire do dhaoine eile, meas a thabhairt agus a thaispeaint, maistíneacht a chosc, tinreamh agus poncúlacht mhaith a leiriu, obair bhaile agus obair scoile a dhéanamh, deá-iompair agus deá bheasaí a leiriú, bheith ionraic agus macánta le cách.

### **Sábháilteach-don páiste féin agus do dhaoine eile:**

Is cóir bheith cúramach ag teacht ar scoil agus ag fágáil na scoile. Is cóir siúl i gconaí sa scoil/clós. Is cóir fánacht ina suí sa rang/ag ithe an lóin i gcónaí. Is cóir rásaíocht garbh sheachaint sa chlós, agus meas a thabhairt do bhaill an ranga. Ní cóir gabháltas na scoile a fhágáil ariamh gan cead.

### **Ag tabhairt aire dom féin:**

Is cóir meas a thabhairt orm féin, mo rudaí féin, agus mo mhála, leabhair agus cóipleabhair a choinneáil in ord mhaith. Is cóir éisteacht le clog na scoile, agus bheith in am. Is cóir meas a thabhairt do mo scoil agus bheith brodúil an sainéide/culaith reatha iomlán scoile a chaitheamh gach lá agus ar ócáidí scoile.

Is cóir dom bheith ar aire faoi glantanas pearsanta. Is cóir lóin sláintiúil cothaitheach a thabhairt ar scoil. Níl cead criospaí, deochanna le sioscadh, cnónna, milseáin, seacláid nó guma coganta a thabhairt. Is cóir an iarracht is fearr a dhéanamh i gcónaí sa scoil tré éisteacht mhaith a thabhairt, obair chomh crua agus is féidir agus an obair bhaile a chríochnú i gcónaí.

### **Ag tabhairt aire do dhaoine eile:**

Is cóir dom bheith cineálta agus meas a thabhairt do mhúinteoirí, agus páistí sa rang tré deá-bhéasaí agus deá nosanna a thabhairt, tré fanacht le do sheans a fháil, tré ciúnas a choinneáil agus bheith in ord sa rang, agus sa líne ranga. Is cóir deá iompair a thaispeaint sa rang ionas gur féidir leis an rang éisteacht agus foghlaim a dhéanamh. Is cóir dom mo scoil a choinneáil glan tré an fuileach den lóin/deoch srl. a thabhairt abhaile. Is cóir meas a thabhairt do rudaí a bhaineann le daoine eile, na páistí sa rang, an foirgneamh scoile, agus an gabháltas iomlán. Is cóir bheith ionraic, agus macánta i gcónaí.

**Maistíneacht: Droimscríobhaimid an Pholasaí Frith-Bhulaíochta (ROS Ciorcalán 045/2013) Scoil Raifeirí endorses the DES Anti-Bullying policy (Circular 045/2013)/Anti-Bullying Forum 2013, Anti-Bullying Action Plan 2013. Eolas/Info: [www.education.ie](http://www.education.ie). “Tarlaíonn bulaíocht nuair a dhéanann duine rud éicint atá gortaíoch do dhuine éigin arís agus arís eile.” Is féidir le bulaíocht tarlú ó bhéil, go fisiciúil, bulaíocht chibear, nó duine a fhágáil amach d’aon ghnó lá i ndiaidh lae.**

Ní cóir dom máistíneacht a dhéanamh ariamh ar dhaoine eile. Ní cóir dom ligint do na dhaoine eile máistíneacht a dhéanamh ormsa, agus má tharlaíonn sé is cóir an scéal a insint do na daoine ata i gceannas, mo thuistí agus mo mhúinteoir. Tá bulaíocht nó maistíneacht suarach, agus do-ghlachta i gcónaí.

**“Is scoil é seo ina bhfuil gach éinne saor ó bhulaíocht agus ó mháistíneacht!!! Cuirtear daoine ar an eolas agus seasann daoine suas chun stop a chur leis sa scoil seo!!!**

**Ní maith linn é!”**

3. Is ar mhaithe le na páistí, a dtuistí, agus an fhoireann scoile atá na rialacha bunaithe, agus curtha i bhfeidhm.
4. Bíonn rialacha don chlóis súgartha, don linn snámha, do chluichí agus traenáil scoile agus don bhus iompair.
5. Bíonn polasaithe na scoile mínithe do thuistí na scoile ag tosnú amach i rang na Naíonáin.

## Rialacha Scoil Raifteirí

**1. An Ghaeilge:** Is í an Ghaeilge an teanga bheo teagaisc agus cumarsáide Scoil Raifteirí.

**2. Deá-Bhéasaí:** Is tré dheá-bhéasaí agus deá-iompair a chuireas mé mo mheas orm féin, mo mhuintir, mo mhúinteoirí, mo chairde agus mo scoil in iúl. Tá mé féin feagrach as mo chuid iompair i gcónaí.

**3. Cuairteoirí:** Cuirfidh mé fáilte is fiche roimh chuairteoirí na scoile.

**4. Obair Bhaile:** Caithfidh mé mo obair bhaile iomlán a dhéanamh, ó Luan go Deardaoin, agus siniú tuiste a fháil.

**5. Poncúlacht(Billeog sa Dialann), agus Tinreamh(Billeog sa Dialann):**

Caithfidh mé bheith in am gach maidin, agus freastal ar scoil gach lá.

Naíonáin Shóisir agus Naíonáin Shinsir: 8.50-1.30.

Rang 1 – Rang 6: 8.50-2.30.

**6. Sainéide Scoile:** Caithfidh mé sainéide iomlán scoile i gcónaí. Ar laethanta ina bhfuil corpoideachas/turas ar an gclár ama, is cóir culaith reatha iomlán na scoile le léine polo bána a chaitheamh go neata agus go bródúil. Beidh mo ainm ar ghach rud bainteach liom i nGaeilge.

**7. Sabháilteacht Daltaí:** Níl cead ag aon pháiste clós na scoile a fhágáil:

- (i) Le dul chuig an tsiopa
- (ii) Le lón a fháil
- (iii) Le liathróid a fháil
- (iv) Le freastal ar choinne
- (v) Ar aon chúis, gan cead

Níl cead ag aon pháiste earraí luachmhaire a thabhairt ar scoil.

Níl cead ag aon pháiste fón só-ghluaiste a thabhairt ar scoil nó aon ghléas taifeadáin a thabhairt ar scoil.

Níl cead ag aon pháiste cuirthe breithlaethanta nó eile a roinnt amach ar scoil.

**8. Áiseanna Scoile:** Is fearr dom aire mhaith a thabhairt do gach áis sa scoil.

**9. Sláinteachás:**

- (i) Caithfidh mé mo lón sláintiúil féin a itheadh ar scoil, agus an fúilleach a thabhairt abhaile.
- (ii) Caithfidh mé aire mhaith a thabhairt do mo fhiacra, mo aghaidh, mo lámha, mo ghruaig agus srl. Gruaig fhada a cheangailt suas go neata.
- (iii) Níl cead agam smidiú a chaitheamh ar scoil.
- (iv) Níl cead agam fáinní cluas a chaitheamh ar scoil ariamh.
- (v) Níl cead substaintí díobhálacha a thabhairt ná úsáid.

**10. Clós na Scoile: Níl cead agam:**

- Bruscar a chaitheamh thart.
- Siúl ná dreapadh ar phlandaí, carraigeacha, ballaí ná foirgnimh.
- Clocha ná gaineamh a chaitheamh thart nó le duine ar bith.
- Bheith garbh/suarach le aon pháiste eile ná maistíneacht a dhéanamh.
- Cannaí stáin ná buidéal gloine a thabhairt ar scoil.

**11. Ócáidí Scoile:** Caithfear na rialacha seo a chur i bhfeidhm i gcónaí.

Rial 1: An Ghaeilge/ Ponculacht

Rial 2: Beasaí/Sainéide Scoile

## **Scoil Raifteiri School Rules:**

**1. An Ghaeilge:** The primary school curriculum is taught through the medium of Irish, excluding English, and all communication in the classroom, playground and on official occasions is done through the medium of Irish.

English is taught as a subject to the highest standards. All pupils must speak Irish from the time they enter Geata na Scoile until they leave it. All visitors, parents/guardians are asked to adhere to appointments and are requested to speak and practice Gaeilge on entering and whilst on school grounds.

**2. Good manners:** It is through good manners and best behaviour that we show respect for ourselves/parents/guardians/teachers/school friends and our school. I am responsible for my actions. Training and good example is very important from a very young age. Positive support and co-operation is expected from all concerned parties in the interest of the child, at all times.

**3. Visitors:** Children must welcome all visitors to the school and good conduct is essential at all times towards visitors and staff members.

**4. Home-work:** Must be always fully completed by child, and Dialann signed by parent/guardian, on Monday - Thursday. Heavy books may be left at school, for convenience.

**5. Punctuality and Attendance:** It is important to be punctual (fill out Page/School Diary-Lateness/Appointments), and to attend class every day. (fill out Page/School Diary Absences).

NB agus NM: 8.50-1.30. Rang 1 – 6: 8.50-2.30.

**6. School Uniform:** Full labelled school uniform must be worn at all times, unless otherwise advised by the class teacher. Full track-suit with white polo shirt must be worn for all physical education classes/other occasions. Pupils are expected to be responsible for their own things. All items should bear the child's name in Irish.

**7. Safety and Health of Pupils:** Children are not permitted to leave the school grounds during school times without a written note from parents/guardians and consent from the classteacher. Children are not permitted to:

- (i) Go to shop, or disrupt the neighbours
- (ii) Go out for lunch
- (iii) Retrieve a football
- (iv) Attend an appointment unaccompanied.

Personal valuable possessions and pocket money may not be taken to school.

Party invitations may not be distributed in school.

**MOBILE PHONES, ELECTRONIC or RECORDING DEVICES ARE NOT ALLOWED IN SCHOOL/ENVIRONS.**

**8. School Property:** Children must respect all school property, building, equipment and contents. Malicious damage incurred must be repaired and paid for immediately.

**9. Good Health of Pupils:**

- (i) Children eat their own nutritious lunches everyday at school-uneaten items, must be brought home.

- (ii) Personal cleanliness and hygiene is essential.
- (iii) Make-up may not be worn.
- (iv) Earrings may not be worn.
- (iii) Substance use is strictly forbidden.

**10. School playground:** The following items are forbidden:

- Litter throwing.
- Walking on plants rockery, climbing rocks, walls or buildings.
- Stone/sand throwing
- Nasty/foul/rough play and bullying.
- Tin/Cans of minerals and glass bottles.

**11. Official School Occasions: These rules apply:**

Rule 1: An Ghaeilge

Rule 2: Good behaviour

Rule 5: Punctuality

Rule 6: School Uniform

**CLÁR AMA NA SCOILE:**

1. Am oscailte na scoile.....8.50a.m.
2. Am sosa.....11.00-11.10
3. Am lóin..... 12.30-1.00
4. Am dúnadh....am dul abhaile do na Naíonáin 1.30p.m.
5. Am dúnadh...am dul abhaile do rang 1-6.....2.30p.m.

**OBAIR BHAILE:**

Is é polasaí na scoile obair bhaile rialta féilliúnach do rang/aois na bpáistí a thabairt. Moltar do na páistí an obair bhaile a dhéanamh iad féin, agus is cóir do tuistí seiceáil, síniú, agus misneach a thabhairt dóibh gach lá, ó Luan go Deardaoin. Níl aon obair bhaile do pháistí don deireadh seachtaine. Níl aon obair bhaile don chead téarma do pháistí atá í Rang na Naíonáin Shóisir.

**STRAITÉISÍ :** (Brathfidh an deá-iompair/droch-iompair ar ar an straitéis a úsáidfear.)

**Is féidir bheith deimhneach le misniú a thabhairt tré aon cheann do na nithe seo a thabhairt:**

- Focal molta ráite go ciúin, nó geaitsí a léiríonn deá-mheas.
- Focal beag/nóta/trácht i gcóipleabhar an dalta.
- Cuairt ar bhaill eile don fhoireann/an phríomhoide/do aitheantas/misniú.
- Focal molta os comhair grúpa/ranga.
- Scéim mairceanna luaíocht.
- Pribhléid/freagracht a thiomnú.
- Tagairt a dhéanamh le tuismitheoir/scríofa nó ó bhéal.

**Is féidir taispeaint go bhfuil iompar do-ghlachta mar seo:**

- Ceartúcháin agus réabhadh ar an bpointe ó bheal (gan bheith searbhúsach, maslach, rsl.) le miniú tugtha nach féidir glacadh leis an iompar seo.
- Réabhadh agus íde béil agus samplaí/moltaí maithe a leiriú agus a thaispeaint don pháiste.
- Réabhadh agus cathaoir leo féin ag bun an tseomra ranga, réabhadh agus am amach ag an mballa sa chlós leo féin ar feadh tamaill.

- Obair breise, mar línte abhaile sínithe ag tuistí, ar an dialann scoile, nó eile. Oide á mbailliú.
- Litir abhaile/glaoch fón/nóta ar an dialann scoile chuig tuistí. Coinne más ghá.
- Tar éis trí seans a thabhairt í/é a chur chuig rang eile/príomhoide.
- Litir abhaile ón bpríomhoide.
- Coinne le na dtuistí.
- Pribhléidí a chailliúnt/Turas Scoile/Snámh/Cluichí/Riamhairí/Eile.
- Coinneáil Lóin, ina mbíonn siniú ag tuistí, oide ranga, agus príomhoide.
- Ar an 3ú Coinneail Lóin bíonn crúinniú idir oide ranga, príomhoide, tuistí agus oidí eile bainteach. Tá an choinne le socrú, i scríbhinn le fógra tugtha do thuistí curtha abhaile sa phost nó leis an bpáiste.
- Ar an 6ú Coinneáil Lóin cuirtear an pháiste ar fionraí lá amháin nó trí lá.
- Páiste a chur ar Fionraí/Dhírbhirt. (de réir Rial 130 do Rialacha do Scoileanna Naisiúnta, agus de réir cioraclán 7/88, agus de réir Acht Oideachais 1998-2000, Polasaí de réir NEWB Caibideál 7 agus 8).

#### NÓS IMEACHTA:

Déanfaidh na hoidí breithiúnas iad féin/leis an príomhoide ar bhunús ciallmhar le aire tugtha ar thromchúis agus minicíocht agus ar ghrád an mhíghníomh, i.e. mionúr, dáiríre, tromchúiseach.

**Is cóir go mbeadh aire agus nóta tugtha de nach bhfuil sna líostaí seo, ach samplaí amháin; Níl se i gceist gurbh é seo líosta cuimsitheach iomlán de na míghníomhartha agus de na nosanna/modhanna imeachta le deigheál leo.**

#### **SAMPLAÍ DE CÉIMEANNA LE TÓGÁIL LE DEIGHEÁL LE MÍGHNÍOMH MIONÚR LEANÚNACH:**

Ceartúchain ó bhéal/ reásún á úsáid leis an bpáiste

Nóta den cás a thógáil ar an leabhar féitheoireacht go raibh drochiompair.

#### **SAMPLAÍ DE CÉIMEANNA LE TÓGÁIL LE DEIGHEÁL LE MÍGHNÍOMH MIONÚR LEANÚNACH:**

##### **CÉIM 1 (sa seomra ranga)**

Scríobh scéal ar an rud a tharla NÓ cóip amháin de na rialacha scoile NÓ rial atá briste a scríobh amach (gan dul thar 20 uaireanta, le bheith sínithe ag tuiste).

Nóta i nDialann an pháiste le bheith sínithe ag an tuiste/an páiste a scaradh óna páistí eile sa rang ar feadh seal más ghá.

An páiste a chur chuig oide eile./Gan ligint don páiste páirt a ghlacadh in imeachtaí ranga éigin. Réabadh do na páistí go bhfuil a nainmneacha sa leabhar féitheoireacht níos mó ná trí uaire.

Nóta chuig tuistí go bhfuil tuilleadh drochiompair sa chlós.

(Is é an bhrí atá le drochiompair sa chlós ná aon ghníomh a chuireann sabháilteacht an páiste féin nó páistí eile, nó oide nó cuntóir ranga i mbaoil.)

##### **CÉIM 2:**

1. An páiste a chur chuig an príomhoide/príomhoide ionaid.
2. Buailteann an oide ranga le duine amháin/beirt tuistí.
3. Buailteann an príomhoide ionaid/príomhoide le duine amháin nó le beirt tuistí mar gheall ar an drochiompair sa chlós.

#### **SAMPLAÍ DE MHÍGHNÍOMHARTHA MIONÚR:**

Ag cur isteach ar obair an ranga.

Ag teacht isteach mall sa rang.  
Ag rith sa foirgneamh scoile.  
Ag caint/pléidhíocht sa líne.  
Ag fágáil an cathaoir gan cead an am lóin.  
Ag déanamh dearmad ar mhálaí peile/snámha/uirlísí ceoil.  
Ag cur bia/deochanna nach bhfuil críochnaithe isteach sa bhosca bruscair sa seomra ranga.  
Ag caitheamh éadaí nár cuid do sainéide na scoile/culaith reatha.  
Ag taispeaint drochbheasaí agus drochiompair  
Ag tabhairt suas obair bhaile nach bhfuil críochnaithe go hiomán gan fath mhaith  
Obair bhaile gan siniú  
Bheith ag déanamh dáinséar dó féin nó do dhaoine eile ag am sosa/lóin.

### **SAMPLAÍ DE MHÍGHNÍOMHARTHA DÁIRÍRE:**

Ag cur isteach ar an rang go leanúnach  
Ag insint bréige  
Ag goid  
Ag briseadh/déanamh damáiste do earraí daoine eile  
Ag bulaíocht/déanamh maistíneachta  
Ag tabhairt ais fhreagraí do mhúinteoir/éinne eile atá fostaithe sa scoil  
Ag fanacht siar ar ghabháltas na scoile taobh amuigh de uaireanta scoile gan cead feilliúnach  
Ag fágáil na scoile i rith an lae gan cead ceart a fháil  
Gan an tiarracht/obair is fearr a thabhairt  
Úsáid a bhaint as drochtheanga  
Úirlísí dáinséaracha/airm a thabhairt ar scoil...scian phóca/pleascóga/eile.  
Páiste eile nó duine eile a ghortú d'aon ghnó.

### **SAMPLAÍ DE CÉIMEANNA LE TÓGÁIL AG DEIGHEÁL LE MÍGHNÍOMHARTHA DÁIRÍRE:**

1. Cur chuig an príomhoide/príomhoide ionaid.
2. Cuireann an príomhoide nóta abhaile.
3. Buailéann an príomhoide le duine amháin/beirt tuistí.
4. Cuirtear Cathaoirleach ar an mBord ar an eolas, agus iarrtar ar thuistí buailéadh leis an gCathaoirleach agus leis an bPríomhoide.

### **SAMPLAÍ DE CÉIMEANNA LE TÓGÁIL AG DEIGHEÁL LE MÍGHNÍOMHARTHA TROMCHÚISEACH:**

1. Fionraí láithreach ceadaithe ag Cathaoirleach/Príomhoide ag brath ar phlé le na tuismitheoirí.
2. Dhíbhirt díreach as an scoil i gcásanna millteanach de réir Rial 130 (6) i.e. "Nach mbainfear aon pháiste de na rollaí mar gheall ar bhriseadh rialacha na scoile gan cead roimhré le bheith faighte ó Phatrúin na scoile, agus go dtí go bhfuil retithe oiriúnacha déanta do chlarú an pháiste ag scoil oiriúnach eile sa cheantar.

### **SAMPLAÍ DE MHÍGHNÍOMHARTHA TROMCHÚISEACH:**

lompar bagarach  
lompar ionsaitheach



Iompar foréigneach

Aon iompar mar atá luaite thuas leis féin, nó meascaithe atá ag tarlú idir páistí, nó ó páiste i leith oide, nó eile.

Tine a thosnú le áiseanna/gabhaltás na scoile d'aon ghnó

Fágaint sconnaí, piobáin, múchtóirí dóiteáin ar siúl d'aon ghnó.