

Coláiste Chiaráin, Leixlip Community School Code of Behaviour
--

INTRODUCTION

Coláiste Chiaráin is a community school recognising the rights and responsibilities of all members of the school community – management, staff (teaching and non-teaching), pupils and parents/guardians. In implementing the Code of Behaviour the educational needs of a student whose behaviour is unacceptable will be balanced with the general welfare of the wider school community.

This policy was formulated in accordance with the requirements of the Education Act 1998, the Education (Welfare) Act 2000 and the Guidelines issued by the National Educational Welfare Board (NEWB) in 2008. The policy is the result of a collaborative process involving staff, Student Council, Parents Association, and Board of Management. The school is committed to implementing this code in a fair, compassionate and reasonable manner.

SCOPE

This policy applies to the students of Coláiste Chiaráin and relates to all school activities both during and outside of normal school hours.

MISSION

Coláiste Chiaráin aims to foster an appreciation of learning among students and to encourage regular attendance. The school respects the individual, valuing, understanding and empowering the gifts of each person, and commits itself to educating the whole person in an atmosphere of trust and respect.

RELATIONSHIP OF POLICY TO MISSION OF SCHOOL

The Code of Behaviour has been developed in accordance with the school's mission statement. It intends to bring about within the school an atmosphere of peace and order for the benefit of all. The Code is based upon respect for oneself, for others, for property and the shared school environment.

RATIONALE

In Coláiste Chiaráin many people work together to further the school's mission. This requires a high-level of courtesy and consideration for others. Adults in the school model the school's standard of behaviour in their dealings both with students and with each other, since their example is a powerful source of learning for students.

In keeping with the school's mission and Christian ethos, the Code of Behaviour and associated discipline structure in Coláiste Chiaráin aims to help students grow in awareness and exercise of responsibility to self and others. Affirmation and reward of good behaviour is a fundamental part of this Code. Behaviour which is ill-mannered, annoying, dangerous or disruptive cannot be allowed and will attract sanctions.

POLICY AIMS

- To ensure understanding by parents/guardians, students, staff and management of the Code of Behaviour and the reasons for it
- To allow for the appropriate involvement of all school personnel
- To outline strategies to be used in the promotion of positive behaviour
- To outline the structure of fair, consistent and agreed sanctions that will be used in response to negative behaviour
- To outline the interventions to be used when a student repeatedly misbehaves.

ROLES, RESPONSIBILITIES AND THE PROTECTION OF RIGHTS

Coláiste Chiaráin acknowledges the contribution of all members of the school community. Each member has responsibility for the promotion of good behaviour and a role in dealing with and minimizing negative behaviour so that the rights of all are respected:

- Students have the right to learn without disturbance from other students.
- Teachers have the right to teach in an atmosphere of mutual respect and cooperation.
- Parents/guardians have the right to expect that their children will be facilitated in working to the best of their abilities at all times.
- Students and Staff have the right to work in a safe and supportive environment without the fear of being bullied or intimidated.

STUDENTS

The adherence or non-adherence to the rules and structures of the school involve day-to-day decisions by students. From these decisions, flow consequences that build up or undermine the school community. The school expects that students at all times will uphold the Code of Behaviour to the best of their ability.

PARENTS/GUARDIANS

The school acknowledges the role of parents/guardians in the development and operation of the Code of Behaviour and expects that parents/guardians will model the standards that students are asked to respect. In order to do this, they need to be familiar with the standards and to understand the importance of expecting students to behave to these standards.

The co-operation of parents/guardians is considered fundamental to the implementation of the Code of Behaviour. In particular the ways in which parents/guardians and teachers interact will provide students with a model of good working relationships. It is the policy of Coláiste Chiaráin to keep parents/guardians informed of instances of unacceptable behaviour. Parents/guardians have the right to come to the school (by appointment), and may be asked to do so in order to discuss with the principal, deputy principal, year head and teachers concerned, any misbehaviour on the part of a student.

ANCILLARY STAFF

The school acknowledges the contribution of ancillary staff in the day to day running of the school. They too have a part to play in the successful implementation of the Code of Behaviour. In particular they have a responsibility to report incidents of misbehaviour and examples of positive behaviour that they witness.

TEACHERS

The quality of relationships between teachers and students is one of the most powerful influences on student behaviour. For many students, their teachers are a major source of support, adult empathy and pastoral care, and are hugely significant figures in their lives. The school will endeavour to develop and nurture these relationships.

Each teacher has responsibility for the maintenance of discipline within her/his class and share, with other teachers, a common responsibility for good order within the school and school grounds.

Class Tutor

The Tutor will support the student in her/his efforts to integrate into and cooperate with all members of the school community.

Year Head

The year head co-ordinates the class tutor system and acts in consultation with teachers and Class Tutors in the area of discipline. The year head meets parents/guardians, and files reports of such meetings.

Pastoral Care Team

The pastoral care team of principal, deputy principal, chaplain, guidance counsellor, pastoral care coordinator and teachers act to support students with difficulties and help them overcome any

problem behaviour.

Deputy Principal

The deputy principal has responsibility for co-ordinating discipline in the school. S/he will ensure, with the co-operation of all staff that good order prevails in the school. S/he will be consulted by the year heads and class tutors regarding such matters.

In the absence of the principal s/he acts for the principal.

Principal

Under the direction of the Board of Management, it is the responsibility of the principal to lead the implementation of the Code of Behaviour and to ensure its implementation in a fair and equitable manner.

Board of Management

The Board of Management is the decision-making body of the school. The Code of Behaviour is developed with the authority of the Board and must be approved by the Board before becoming official school policy. The Board delegates to the principal responsibility for leading the implementation of the Code of Behaviour and hears appeals by parents/guardians against decisions of the principal.

The Board of Management and Staff are committed to implementing this policy in a fair, compassionate and reasonable manner.

CONTENT

The content of the Code of Behaviour includes:

- General school rules
- School procedures
- Strategies for promoting positive behaviour
- Guidelines and sanction for dealing with misbehaviour.

REVIEW

This policy will be reviewed at two-yearly intervals.

General School Rules:

- Students must be in class on time, with their journal and prepared for work. Lockers may be accessed at the following times ONLY: before school, at break time and lunchtime and after school. Student may not be released from class to go to their locker. Lockers must be kept locked.
- Students must complete all assignments and homework.
- Proper procedures must be followed with regard to non-completion of homework or absences from school or class
- Students must behave in an orderly manner. Ill mannered, dangerous or disruptive behaviour on corridors or in class will not be tolerated and sanctions will be imposed. Bad manners and coarseness will not be tolerated.
- Movement along the corridors must be in a quiet and orderly manner and students must observe the one way system at all times.
- Full uniform must be worn coming to and going from school, while in school, on school outings and when representing the school. School sports gear is worn strictly for the duration of sports activities only

- For reasons of health and safety or because they may distract, the following items may not be brought to school: Liquid Tippex (corrective fluid), aerosols, cigarettes, alcohol or other drugs or laser lights. Other items may also be undesirable and this will be explained to students as the need arises.
- Smoking, consuming alcohol or prohibited substances is not permitted on school premises, or on school outings or school related-activities or at any time while wearing the school uniform.
- Mobile phones should not be brought to the school. The use of listening devices, cameras and other electronic equipment is restricted.
- Cycling in school grounds is not permitted. Bicycles must be securely locked during the school day. Students and parents/guardians are not permitted to bring cars or motorbikes into school grounds.
- Large sums of money and valuable items should not be brought to school. Student property should be labelled. The school cannot accept responsibility for any personal property damaged or stolen.
- Students must not litter classrooms, corridors or hall free and must ensure that tables are cleaned and arranged in a neat and orderly fashion after lunch.
- Vandalism, graffiti, damage to property, trees, shrubs and the environment are strictly prohibited
- Students must co-operate with the school authorities in investigation into matters relating to student welfare and safety. School management reserves the right to view the contents of a student's locker, bags, or/and to view any items carried by students on their person. This is in the interest of the welfare and health and safety of the entire school community.
- The principal must be notified in writing of all cases of infectious disease or skin conditions.

SCHOOL PROCEDURES

Student Journal

The Student Journal is an essential part of communication between teachers and parents/guardians. All students are issued with a journal by the school and are required to have it in class at all times. Failure to produce the journal when required to do so by a teacher is a breach of the Code of Behaviour. When students leave a class s/he must bring journal with them.

Students who deface their school journal will be required to replace it and may be subject to the appropriate sanctions. Students are not allowed to write in another student's journal.

Parents/guardians are requested to check journal each week and all Junior Cycle parents/guardians to sign it and all Senior Cycle parents/guardians to sign comments. A lost or defaced journal must be replaced and paid for by the student.

Attendance

Students will be in school at 08.35; first class begins at 08.42. In the afternoon they should be in at 13.40; class begins at 13.45. If a student is late at those times, they must get their journal signed by the principal or deputy principal.

It is the responsibility of every student to register her/his attendance with the class tutor at tutorial time.

When possible, medical and dental appointments should be made outside school hours. Holiday arrangements should also coincide with school calendar

Absences

All absences from school must be explained by a note in the student's journal and signed by the parent/guardian and presented to the year head/ assistant year head on the day of return to school.

Parents/guardians are obliged by the Education (Welfare) Act (2000) to give a written explanation to the school for each absence. The school is obliged to record and report all absences and reasons for absences and to report on them to the National Educational Welfare Board. It should be noted that the reporting to the school's Education Welfare Officer of students who have more than 20 days absence in a school year is now mandatory under the Act.

Lateness

Punctuality is essential for the smooth running of the school and to maximize teaching and learning time. Students arriving late for school must bring a written explanation from a parent/guardian, dated and recorded in the appropriate spaces provided in the student's homework journal giving precise reasons for lateness. This note must be presented to the year head/ assistant year head.

Leaving Class/ Leaving school early

Students may not leave the school grounds during the school day without permission from a member of school management following notification from parents/guardians. It may be necessary for the school authorities to authenticate a note from a parent/guardian. If the school cannot authenticate a note it may refuse permission to leave. Parents/guardians or Visitors visiting school must present themselves at reception and await contact from a member of staff. Visitors may not proceed through school unaccompanied. This includes parents delivering lunches etc.

Bullying

Bullying is not acceptable and will not be tolerated. Students who engage in it will be sanctioned. The school's anti-bullying policy should be read in conjunction with this policy on the school's code of behaviour.

Every member of the school community has a responsibility to ensure that the school environment is safe and free from bullying. Every student has a responsibility to refuse to accept bullying when they see it occur. This can be done by addressing the incident themselves or referring it to a teacher. Keeping it quiet is keeping it going.

Online Privacy

Circulating, publishing or distributing (including on the internet) material associated with school activities including but not limited to material in relation to staff and students where such circulation undermines, humiliates or causes damage to another person is considered a serious breach of school discipline and may result in disciplinary action. **As part of such disciplinary action the Board of Management reserves the right to suspend or expel a student or students where it considers the actions to warrant such sanctions.**

Eating and Drinking:

Coláiste Chiaráin promotes healthy eating. Fizzy and sugary drinks as well as crisps etc. are banned. Popcorn and chewing gum are banned as it causes damage to carpeted areas.

Smoking

In conjunction with the prohibition on smoking, cigarettes, lighters/matches are not to be brought to school. Students found with any of these items will have them confiscated. A student found smoking will be suspended.

Substance Abuse

The School's "Substance Abuse Policy" should be considered in conjunction with the School's Code of Behaviour.

Students found in possession of alcohol will have it confiscated and will be subject to immediate disciplinary action, which may result in suspension and/or exclusion.

Students found in possession of illegal drugs or substances will have them confiscated and will be subject to immediate disciplinary action, which may result in suspension and/or exclusion. Their parents/guardians will be informed and the matter will be referred to the Board of Management and the Gardaí.

Mobile Phones and other electronic devices

The School's "Mobile Phone Policy" should be considered in conjunction with the School's Code of Behaviour.

Mobile phones should not to be brought to school. In case of *emergency* parents/guardians can contact the general office to leave a message for or request to speak to their daughter/son. In the event that a student needs to phone home s/he can speak with the relevant year head/deputy/principal to arrange to use a school phone.

Listening devices (MP3 players etc. not phones) may be used at the following times only:

- Early morning up to 08.30.
- Lunch break up to 13.30.
- After school.

MP3/4 (or other listening devices) should be kept in student's locker during the day.

Cameras may only be used with the permission of the year head, deputy principal or principal. If a student wishes to take a picture of another person they must have that person's permission. Students in breach of this rule will be subject to immediate disciplinary action, which may result in suspension and/or exclusion.

The school is not responsible for any electronic devices which are lost, damaged or stolen.

School Uniform & Appearance

All students must be in full uniform before being admitted to class or school-related activities unless otherwise specified. The uniform is listed below.

- 1.) Green/navy jumper with school crest
- 2.) A cream shirt/blouse
- 3.) Official school tie
- 4.) Grey trousers
- 5.) Grey checked kilt/skirt or Grey trousers
- 6.) Plain black shoes with **flat** heels
- 7.) Navy school jacket or navy jacket without stripes, logos or other adornments.

Each item of school uniform and PE gear must be marked with the student's name.

Hair should be clean, tidy and well groomed. Hair should be of a natural colour.

The only jewellery allowed is a watch, a ring and a pair of ear studs. Any other rings/clips are not allowed on the ear; nose stud(s) or rings on any other part of the face/body are not allowed.

Makeup is permitted in accordance with the written agreement between the Student Council and the principal.

In exceptional circumstances at the request of parents/guardians (in writing) the requirement of full school uniform may be waived for a limited number of days.

Confiscated jewellery will be placed in the appropriate envelope and forwarded to the student's year head. Jewellery will be returned to students at the end of a school term or at the year head's discretion.

Homework

Homework is a vital element of school life. It enables students to check what they have been taught in class, to determine gaps in their understanding and to perfect their knowledge. The School's "Homework Policy" should be considered in conjunction with the School's Code of Behaviour.

Homework must be recorded in school journal and presented on time. Homework consists of:

- A review of all work covered in class
- Set written and oral work
- Revision

In the case of homework undone, a written excuse must be given in the Journal by the parent/guardian. Persistent failure to present homework will result in sanctions being applied by the subject teacher and parents/guardians will be contacted if improvements are not made

Supervised Study is provided in the school for 3rd and 6th years.

Out of School Activities

When representing the school in sport, cultural activities or other activities outside of school, students are required to maintain the usual high standards of courtesy and behaviour expected in school. Students must comply with directions of the persons in charge including persons additional to the teaching staff of the school. The school's Code of Behaviour still applies.

Where Students returning from an out of school activity are unavoidably delayed, the person in charge should contact the school so that the school is aware of the situation and students should be able to contact parents/guardians when a delay arises (students may bring phones on trips but powered off).

STRATEGIES FOR AFFIRMING POSITIVE BEHAVIOUR

All members of the school community have a role in promoting positive behaviour. As well as the Staff some student groups have a leadership role in this area. They include Prefects, Gluais students, Student's Council and Gaisce candidates. The leadership role of prefects, Gluais students, Peer Mentors and Class Captains is to be respected.

Students' achievements, academic or otherwise, will be recognised at awards ceremonies and on other occasions. In particular year group assemblies will be used as an opportunity to acknowledge achievements and to foster a sense of community.

Rewards for positive behaviour may include:

- Positive notes in the student's journal
- Praise from staff
- Responsibilities given
- Student Awards Scheme
- Public affirmation through website and newsletters
- The display of students' work throughout the school.
- Student Merit Award Scheme

SCHOOL SANCTIONS

- Reprimand/action as the class teacher deems fitting
- Extra work/homework/clean-up duties
- Penalty sheet
- On Report

- Behavioural contract
- Detention at the discretion of the teacher, provided the student and parent/guardian is notified of the detention by a note with at least one day's notice.
- Removal from class
- Withdrawal of privileges (including school trips and extra-curricular activities)
- Reparation
- Suspension
- Permanent exclusion from school

GUIDELINES AND SANCTIONS FOR DEALING WITH MISBEHAVIOUR

Minor	Sanctions
<ul style="list-style-type: none"> • Late for class • No books/pens/equipment/PE gear etc. • No homework • Uniform/Makeup • Littering • No Journal • Going to lockers between classes • Running/inappropriate behaviour on corridors • Minor classroom disruptions 	<ul style="list-style-type: none"> • Verbal correction/warning • Extra work relevant to subject • Removal to other class • Penalty Sheet, repeat homework or extra work • Class detention • Communication with parents/guardians using Journal (to be signed) • On Report • Clean-up duties
Serious	Sanctions
<ul style="list-style-type: none"> • Persistent minor offences without improvement • Graffiti on school property or in Journal • Cheek/back answering • Questioning authority of teacher • Inappropriate comments to other members of the school community • Writing on uniform or damaging it in any way • Out of bounds (in a part of the school prohibited to students) • Absent from class without permission • Disrupting exams • Chewing Gum • Smoking 	<ul style="list-style-type: none"> • Detention/clean-up/litter collection • On Report • Lunchtime or Friday Detention • Discussion with parents/guardians • Sent home until work completed at discretion of year head • Behavioural Contract • Letter of apology • Withdrawal of privileges (including school trips, extra-curricular activities) • Suspension
Very Serious	Sanctions
<ul style="list-style-type: none"> • Refusal to follow a direct instruction or non-compliance • Using abusive language or making comments of a personal nature to a member of staff • Bullying/Harassment/Cyber Bullying • Fighting • Stealing • Vandalism (including damage to books or equipment) • Grouping to intimidate • Aggressive/dangerous behaviour • Truancy • Persistent offences without improvement 	<ul style="list-style-type: none"> • Multiple detentions • Removal from class • Privileges withdrawn • Meeting with parents/guardians • Behaviour Contract • Suspension • Exclusion/Expulsion • Reparation

The above list of misdemeanours is not exhaustive and the fact that a particular matter is not specified in the code will not exonerate a student from responsibility should there be an infringement of another person's right. The standard expected with regard to any issue not referred to above is that which would generally be regarded as decent and ordinary behaviour.

PROCEDURES WITH REGARD TO SUSPENSION AND EXPULSION

Suspension

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

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

A single incident of serious misconduct may be grounds for suspension (e.g. Fighting, Smoking).

In the case of an immediate suspension, parents/guardians will be notified, and arrangements made with them for the student to be collected. The school will have regard to its duty of care for the student. In no circumstances will a student be sent home from school without first notifying parents/guardians.

Appeals

The Board of Management will offer an opportunity to appeal the principal's decision to suspend a student.

Section 29 Appeal

Where the total number of days for which the student has been suspended in the current school year reaches twenty days, the parents/guardians, or a student aged over eighteen years, may appeal the suspension under section 29 of the *Education Act 1998*, as amended by the *Education (Miscellaneous Provisions) Act 2007*.

At the time when parents/guardians are being formally notified of such a suspension, they and the student will be told about their right to appeal to the Secretary General of the Department of Education and Skills under section 29 of the *Education Act 1998*, and will be given information about how to appeal.

Expulsion

Expulsion will be a proportionate response to the student's behaviour. Expulsion of a student is a very serious step, and one that will only be taken by the Board of Management in extreme cases of unacceptable behaviour. The school will have taken significant steps to address the misbehaviour and to avoid expulsion of a student including, as appropriate:

- meeting with parents/guardians and the student to try to find ways of helping the student to change their behaviour
- making sure that the student understands the possible consequences of their behaviour, if it should persist
- ensuring that all other possible options have been tried
- seeking the assistance of support agencies (e.g. National Educational Psychological Service, Health Service Executive Community Services, the National Behavioural Support Service, Child and Adolescent Mental Health Services, National Council for Special Education).

A proposal to expel a student requires serious grounds such as that:

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

The grounds for expulsion may be similar to the grounds for suspension. In addition to factors such as the degree of seriousness and the persistence of the behaviour, a key difference is that, where

expulsion is considered, school authorities have tried a series of other interventions, and believe they have exhausted all possibilities for changing the student's behaviour.

Expulsion for a first offence

There may be exceptional circumstances where the Board of Management forms the opinion that a student should be expelled for a first offence. The kinds of behaviour that might result in a proposal to expel on the basis of a single breach of the Code of Behaviour could include:

- a serious threat of violence against another student or member of staff
- actual violence or physical assault
- supplying illegal drugs to other students in the school
- sexual assault.

Procedures in respect of Expulsion

This school will follow fair procedures as well as procedures prescribed under the *Education (Welfare) Act 2000*, when proposing to expel a student. Where a preliminary assessment of the facts confirms serious misbehaviour that could warrant expulsion, the procedural steps will include:

1. A detailed investigation carried out under the direction of the principal.
2. A meeting with parents/guardians.
3. A recommendation to the Board of Management by the principal.
4. Consideration by the Board of Management of the principal's recommendation; and the holding of a hearing.
5. Board of Management deliberations and actions following the hearing.
6. Consultations arranged by the Educational Welfare Officer.
7. Confirmation of the decision to expel.

In discharging the duties outlined above the principal and the Board of Management will follow the procedures outlined in the National Education Welfare Board's (NEWB) document '*Developing a Code of Behaviour: Guidelines for Schools*'.

Section 29 Appeal

When a student has been expelled, the parents/guardians, or a student aged over eighteen years, may appeal the expulsion under section 29 of the *Education Act 1998*, as amended by the *Education (Miscellaneous Provisions) Act 2007*.

At the time when parents/guardians are being formally notified of such an expulsion, they and the student will be told about their right to appeal to the Secretary General of the Department of Education and Skills under section 29 of the *Education Act 1998*, and will be given information about how to appeal.

Serous Misbehaviour

Sanctions and procedures in the case of serious misbehaviour warranting instant suspension and possible expulsion - these sanctions and procedures would apply in the instance of serious misbehaviour such as:

- Serious assault on the person of, or serious damage to the property of, one student by another.
- Malicious damage to property.
- Possession or use of drugs prohibited by law.
- Assault on, threat to, or damage to property of, or abuse of a member of the school community.
- Possession of weapons.
- Gross misbehaviour on school related activities or any misbehaviour of a similar serious nature to the list above.
- Refusal to follow a direct instruction.
- Instant suspension obliges the school to ensure that the pupil passes into the supervision of Parent/Guardian.

Procedure

1. Parents/guardians are notified in writing, informing them of the situation and inviting them to come to the school to meet those responsible for discipline.
2. Following such a meeting they are informed in writing of the school's decision as to the duration of the suspension.
3. Where expulsion or a suspension of more than five days is proposed, the Board of Management is to be informed for consideration and ratification.
4. Before ratification of a proposal under (3) parents/guardians must be informed in writing of their right to present their case, to the Board of Management.

Continuous Misbehaviour

Sanctions and procedures to be followed in the case of **continuous** misbehaviour constituting a disruption of the fundamental work and purpose of the school such as:

1. Disruption of classes
2. Bullying or harassment of other students
3. Offensive language
4. Theft within the school

- Any behaviour disruptive of the smooth running of the school.

Inevitably, control of this type of behaviour will become the responsibility of the year head. Teachers are obliged to inform the year head of continuous misbehaviour of this type:

- The student should be warned formally that repeated misbehaviour will bring further sanction including suspension. At the discretion of the year head the student may be given some punishment such as detention, school chores or brief internal suspension.
- The student is placed on report by the year head.
- Parents/guardians should be notified by phone or in writing that the behaviour of the student is giving cause for concern and invited to the school to discuss the matter.
- Should the misbehaviour continue the year head may recommend that the student be suspended for up to five days.
- Parents/guardians will be informed in writing by the principal or deputy principal that the student is being suspended for whatever duration, and invited to discuss the matter further with a view to facilitating a change in attitude by the student.

Before a re-admission the parents/guardians and student will meet with the year head/principal/deputy principal or any grouping of those and assurances of good behaviour must be given for the future. Restorative Practices may be used to help find solutions.

Failure to respond to one or more suspensions under this procedure may render the student liable to suspension of more than five days. In such a case the procedures for sanction under serious misbehaviour will apply.

Isolated Breaches of Good Order

Sanctions and procedure to be followed in cases of isolated breaches of good order in school, such as:

- A fight between students in school
- A temper tantrum in class
- Use of abusive language or misbehaviour in class or similar isolated incidents
- Any instance of insolence to a member of staff.

It shall fall within the discretion of the relevant year head to suspend internally or recommend external suspension of those involved. The procedures relating to suspension are detailed later in this document.

Misdemeanours

Sanctions and procedures in the case of misdemeanours, i.e. isolated breaches of school regulations or petty classroom infringements relating to class-work, homework, general order and discipline, littering etc. Standard sanctions in general use may be applied by teachers, tutors, year heads, such as:

- Changing seating arrangements in class
- Isolations within the classroom
- Removal from class for brief periods under supervision
- Punitive written work such as lines, essays, copying out etc.
- Detention under school procedures
- Chores within the school building and grounds, picking up litter, cleaning windows, desks, etc.

Car Park: Parents/guardians should not drive into school grounds at 'drop off' and 'pick up' times. Students are not allowed to park in the main school car park during school hours for student safety reasons and due to a lack of parking spaces.

By enrolling their child in Coláiste Chiaráin, parents/guardians are acknowledging acceptance and support of the Code of Behaviour.

This policy was adopted by the Board of Management on Monday 8th October 2012