



Cód Iompair 2018

RÉAMHRÁITEAS

Cuirimid mar aidhm romhainn go laethúil i nGaelscoil Liatroma atmaisféar sona, síochánta a chothú a fhágann an deis ag gach dalta sa scoil a chumas nádúrtha a thabhairt chun lántairbhe. Tá súil againn go dtacóidh an Cód Iompair seo lenár n-iarrachtaí leanúnacha caidrimh dhearfacha agus luachanna na scoile a chothú. Tá súil againn chomh maith go bhfeidhmeoidh sé mar fhráma do dhea-iompair.

AIDHMEANNA

Déanann an cód iompair iarracht trí rud a bhaint amach:

- Feidhmiú éifeachtach na scoile agus struchtúr a chur ar smacht inmheánach an ranga chun atmaisféar spreagthach éifeachtach a chothú inar féidir le daltaí foghlaim.
- Ard-chaighdeán iompair a choinneáil tríd an scoil agus meas a léiriú do thimpeallacht na scoile.
- Forbairt ar fhéin-smacht na ndaltaí, bunaithe ar mheas, ar chaoifhulaingt agus ar thuiscint do dhaoine eile.

PRIONSABAIL a bhaineann leis an gCÓD IOMPAIR

Má tá scoil chun an caighdeán is fearr a bhaint amach i ngach gné de shaol na scoile, ní mór di struchtúr éifeachtach a cheapadh, a spreagann iompar dearfach agus a chuireann daltaí ó mhíiompar. I ngeall air seo, cuireann an cód iompair seo níos mó béime ar dhúthracht ná ar oilbhéas. É sin ráite, is gá modhanna smachta áirithe a chur i bhfeidhm scaití, chun dea-thoil agus dea-dhearcadh na scoile a chaomhnú agus chun an mí-iompar a chur as ceann aon dalta a mbeadh an claonadh sin ann. Tuigeann muintir na scoile áfach, nach ionann aon dá pháiste agus go ndéantar eisceacht anois is arís dá bharr.

RIALACHA NA SCOILE

- **Meas agus Cúirtéis** : Ní mór do gach dalta sa scoil leibhéal ard measa a léiriú agus iad ag caitheamh le múinteoirí, daltaí, tuismitheoirí agus cuairteoirí na scoile. Ní ghlacfar le drochchaint ar bith nó le cineál ar bith bulaíochta.
- **Riail na Gaeilge** : Le timpeallacht agus atmaisféar Gaeilge a chruthú agus a chothú sa scoil ní mór Riail na Gaeilge a chur i bhfeidhm sa scoil, ie. go labhraítear Gaeilge i gcónaí i nGaelscoil Liatroma. Bristear Riail na Gaeilge nuair a labhraíonn páiste Béarla ina fhrásaí agus ina abairtí. Má bhriseann dalta riail na Gaeilge cuirfear pónóis air/uirthi ag brath ar aois an dalta. Ó Naíonáin Mhóra/Rang a 1 ar aghaidh glactar leis go bhfuil dóthain Gaeilge ag gach uile dalta, feidhmiú go héifeachtach trí mheán na Gaeilge. Má labhraíonn dalta Béarla cuirfear smacht bhanna air láithreach de réir Polasaí Labhairt na Gaeilge. Is dlúth chuid d'eiteas na scoile í an Ghaeilge agus is féidir fionraí agus díbeart a dhéanamh ar aon dalta a sháraíonn riail na Gaeilge ar bhonn leanúnach.
- **Tuismitheoirí & an Ghaeilge** : Iarraimid ar thuismitheoirí / chaomhnóirí agus gach duine eile a bhíonn bainteach leis an scoil cuidiú linn agus muid ag cruthú 'Gaeltacht' inár scoil agus inár dtimpeallacht. Beimid ag súil go ndéanfaidh tuismitheoirí gach iarracht an Ghaeilge a labhairt eadartha féin agus lena bpáistí agus iad ar láthair na scoile. Má theastaíonn ó thuismitheoir/chaomhnóir labhairt leis an múinteoir ranga le linn ranga, caithfidh sé/sí a bheith sásta Gaeilge a labhairt.
- **Obair Bhaile** : Is é polasaí na scoile, obair bhaile a thabhairt ar bhonn rialta. Déanfaidh na múinteoirí chuile iarracht an obair bhaile a chur in oiriúint do chaighdeán na ndaltaí. Mar sin ní gá go mbeadh an obair bhaile chéanna ag gach dalta. Moltar go mór do na tuismitheoirí/caomhnóirí spéis a léiriú in obair bhaile a bpáistí. Má chruthaíonn an obair bhaile strus agus anró don pháiste, iarrtar ar thuismitheoirí/ caomhnóirí dul i dteagmháil leis an múinteoir ranga go luath len é sin a chur in iúl dó/di. Iarrtar ar thuismitheoirí/caomhnóirí dialann obair bhaile a bpáiste/í a shíniú gach oíche mar dhearbhu go bhfuil sé ar fad déanta ag an dalta agus go bhfuil sé feicthe acu féin.
- **Poncúlacht** : Ní mór go mbeadh gach dalta ar scoil go poncúil. Osclaíonn an scoil go hoifigiúil ag 8.50 r.n. Críochnaíonn na ranganna do na naíonáin ag 1.30 i.n. Críochnaíonn na ranganna eile ag 2.30.i.n. Ní ghlactar le freagracht ar bith taobh amuigh de na hamanna seo.
- **Tinreamh** : Ní mór do gach dalta a bheith ar scoil go rialta. Is gá leithscéal a chur in iúl don scoil i scríbhinn i gcás dalta a bheith as láthair. Má tharlaíonn sé go gcaithfidh dalta

éigin an scoil a fhágáil go luath, is gá don tuismitheoir é sin a chur in iúl i bhfoirm nóta don scoil. Ní scaoilfear dalta ar bith ón scoil leo féin gan teagmháil/nóta míniúcháin a fháil ón tuismitheoir/caomhnóir

- **Tinneas** : Is cóir scéal faoi thinneas tógalach a chur in iúl don scoil láithreach bonn. Tá sé de dhualgas ar an tuismitheoir/caomhnóir a chur in iúl don scoil i scríbhinn má tá fadhbanna sláinte ag a bpáiste. Is gá foirm leighis a líonadh ag tús na scoil bhliana le cuntas a thabhairt ar aon leigheas fadthéarmach atá á ghlacadh ag a bpáiste.
- **Giúirléidí** : Is gá go mbeadh ainm an dalta ar a c(h)uid rudaí, msh. cóta, baill éadaí, mála scoile, leabhair agus rl.
- **Timpeallacht na scoile agus a bhfuil istigh inti** : Caithfear meas a léiriú do thimpeallacht na scoile agus í a choinneáil glan ó bhruscar. Ní mór do na daltaí meas a léiriú ar mhaoin na scoile, maoin na ndaltaí eile agus maoin na múinteoirí.
- **Bia** : Tá polasaí bia folláin i bhfeidhm sa scoil. Níor chóir milseáin, seacláid, crispí, briosaí nó deochanna milse a bheith ag na páistí ar scoil. Ní ceadáítear cnónna nó bia le cnónna mar chuid den lón mar go bhfuil ailléirge ag roinnt daltaí sa scoil le cnónna.
- **Fóin Phóca** : Ar mhaithe le sábháilteacht agus chun cumarsáid idir dhaltaí agus a gcuid tuismitheoirí/feighlithe a éascú roimh agus i ndiaidh am scoile, tá cead ag daltaí fón póca a thabhairt ar scoil más gá. Is gá go mbeadh an fón póca múchta go hiomlán agus coimeádta as radharc, i mála scoile an dalta. i rith am scoile, ar thuras scoile nó le linn ábhair bhreischuraclam, agus tá siad coiscithe sa chlós & aon áit eile ar láthair na scoile.
- **Cluichí Leictreonach** : Níl sé ceadaithe do dhaltaí gléasanna nó giúirléidí leictreonach: I Pods, I Pads, Táibléid, Game Boys, PSP's, MP3's & a leithéid, a thabhairt ar scoil nó a úsáid i rith am scoile, ar thuras scoile nó le linn ábhair bhreis-churaclam.

CAIGHDEÁIN IOMPAIR

Is iad seo na caighdeáin iompair lena bhfuilimid ag súil i nGael scoil Liatroma

Caighdeáin Iompair Scoile i gCoitinne

- Go labhródh gach dalta Gaeilge i gcónaí de réir a chumais ach amháin i rith ceachtanna Béarla.
- Go léireodh gach dalta meas, cuirtéis agus dea-bhéasaí dá chéile agus do phobal uile na scoile.
- Go n-inseodh gach dalta an fhírinne agus go mbeadh siad macánta lena chéile agus ina gcuidreamh leis an scoil.

- Go leanfadh gach dalta treoracha na múinteoirí/foireann na scoile i gcónaí.
- Go gcaithfeadh gach dalta an t-éide scoile cuí gach lá agus ag imeachtaí scoile.
- Go dtiocfadh gach dalta ar scoil go poncúil agus go rialta.
- Go siúlfadh gach dalta go ciúin, réidh, socair agus iad ag gluaiseacht laistigh den scoil.

Caighdeáin Iompair sa Seomra Ranga

- Go ndéanfadh gach dalta a chuid oibre ar bharr a chumais agus go ndéanfadh sé/sí a d(h)ícheall ar scoil i gcónaí.
- Go n-éisteach gach dalta le daltaí/múinteoirí nuair atá siad ag caint.
- Go gcuirfeadh na daltaí suas a lámh nuair atá rud le rá acu leis an múinteoir.
- Go mbeadh daltaí foighneach, cabhrach, cineálta lena chéile.
- Go mbeadh gach dalta aireach i dtaobh fearas, troscán agus leithris na scoile.
- Go mbeadh a chuid téacsleabhair, cóipleabhair agus fearas pearsanta féin ag gach dalta de réir mar is cuí.
- Go mbeadh cuma néata, slachtfar ar an obair scríofa agus ar na téacsleabhair i gcónaí.
- Go mbeadh an obair bhaile déanta gach lá agus an dialann obair bhaile sínithe. Go siúlfadh gach rang i líne shingil go ciúin, socair agus an rang ag gluaiseacht laistigh den scoil agus ag siúl amach go dtí an clós agus isteach arís.

Caighdeáin Iompair sa Chlós

- Go siúlfadh gach rang i líne shingil go ciúin socair go dtí an clós agus go bhfanfadh siad sa líne go sroicheann an rang an clós agus go dtugtar cead imeartha dóibh.
- Go bhfanfadh gach dalta sa chlós cuí.
- Go n-imreodh gach dalta ar bhealach sábháilte, cineálta.
- Go léireodh gach dalta meas, cuirtéis agus cineáltas do na daltaí eile ar an gclós.
- Go mbeadh gach dalta aireach do na daoine eile timpeall orthu, páistí níos óige ach go háirithe.
- Go mbeadh gach dalta ag faire amach do pháistí eile ar an gclós, agus nach ndéanfaí dalta a fhágáil ar lár d'aon ghnó.
- Go mbeadh na daltaí ó R5 agus R6 a bhíonn mar chuntóirí ar chlós na naíonán cairdiúil, cabhrach, cineálta leis na daltaí óga i gcónaí agus go spreagfadh sé seo comhthuiscint eadartha.
- Go leanfadh gach dalta treoracha na múinteoirí nó CRS atá ar dhualgas chlóis.
 - Go leanfadh gach dalta an nós imeachta ar bhualadh an chloig.

CAIGHDEÁIN IOMPAIR DO-GHLACTHA

- Iompar a ghortaíonn daoine eile go fisiciúil nó go mothúalach, msh. Bualadh, ciapadh, leithcheal, bagairt, imeaglú, ainmneacha a ghlaoch agus rl.
- Aon iompair garbh, contúirteach nó mí-oiriúnach.
- Iompar a chuireann isteach ar chearta dalta/múinteoir eile.
- Iompar a tharraingíonn contúirt ar an dalta féin nó ar dhaltaí eile.
- Cineál ar bith iompair bulaíochta (féach polasaí Frith-bhulaíochta).
- Iompar a chuireann isteach ar theagasc nó ar fhoghlaim, m.sh. siúl thart, síorchaint, cur amú ama agus rl.
- Damáiste do shealús
- Goid

Má sháraíonn dalta rialacha nó caighdeáin iompair na scoile ceartaítear iad láithreach. Ag brath ar an gcineál mí-iompair, cuirtear smachtbhannaí ar an dalta de réir mar a oireann.

FREAGAIRT do SHÁRÚ CHAIGHDEÁIN IOMPAIR na SCOILE i gcoitinne

- Labhairt leis an dalta - míniú nach bhfuil an cineál sin iompar sásúil.
- Comhairle a chur air/uirthi
- Scarúint sealadach óna p(h)iarghrúpa.
- Pribhléidí/dualgaisí a chailliúint.
- Obair bhreise a thabhairt dó/di.
- Teagmháil a dhéanamh leis an tuismitheoir.
- Nóta abhaile
- An Príomhoide a chur ar an eolas
- An dalta a sheoladh ag an bpríomhoide.
- Cruinniú a eagrú leis an tuismitheoir le cúrsaí a phlé agus le tacaíocht a fháil.

Freagairt do shárú chaighdeáin iompair scoile sa chlós

- Labhairt leis an dalta - míniú nach bhfuil an cineál sin iompar sásúil.
- Labhairt leis an dalta agus rabhadh am amuigh a thabhairt dóibh.
- Am amuigh.
- Taifead i ndialann an chlóis.

Má bhíonn eachtra níos géire ar nós bulaíocht i gceist, leantar na treoracha atá leagtha síos sa pholasaí frithbhulaíochta.

Cuireann an múinteoir ar dualgas an múinteoir ranga a chur ar an eolas i gcónaí faoi shárú chaighdeán iompair an chlóis.

DALTAÍ le RIACHTANAISÍ SPEISIALTA

Is do gach dalta na cleachtais scoile agus seomra ranga a thacaíonn le dea-iompar, lena n-áirítear iad siúd le riachtanais speisialta oideachais. Beidh múinteoirí cúramach go gcuidíonn siad le dalta ar bith le riachtanaisí speisialta an fáth a bhfuil a n-iompar do-ghlactha a thuiscint go soiléir agus aidhm an smachtbanna a cuirtear orthu a thuiscint freisin (má tharlaíonn a leithéid).

TEAGMHÁIL le TUISMITHEOIRÍ/CAOMHNÓIRÍ

Is minic a bhíonn teagmháil neamhfhoirmiúil leis an tuismitheoir/caomhnóir i ngeall ar eachtraí beaga iompair d'fhonn tacaíocht an tuismitheoir/caomhnóir a fháil.

- Déantar teagmháil leis an tuismitheoir/caomhnóir má tharlaíonn cúpla eachtra drochiompair i ndiaidh a chéile laistigh de thréimhse gearr ama.
- Tugtar cuireadh don tuismitheoir/caomhnóir teacht chuig cruinniú sa scoil má tharlaíonn droch-iompair ar bhonn leanúnach.
- Cuirtear fios ar an tuismitheoir/caomhnóir láithreach i gcás eachtra sách tromchúiseach.

FIONRAÍ:

Má tharlaíonn sé nach bhfuil feabhas ar iompar an dalta in ainneoin an mhéid teagmhála leis an tuismitheoir/caomhnóir déantar teagmháil fhoirmeálta i scríbhinn leis an tuismitheoir/caomhnóir agus féadfar an dalta a chuir ar fionraí nó i gcásanna níos tromchúisigh féadfar an dalta a dhíbirt (féach aguisín Nósanna Imeachta maidir le Fionraí & Díbirt)

Coimeádann na múinteoirí cuntas ar dhroch-iompar agus tugtar aird aon fheabhas a dhéantar, ach go háirithe. Déanann an scoil chuile iarracht dalta ar bith a bhfuil fadhbanna mothúcháin acu a threorú i dtreo measúnú a fháil.

STRAITÉISÍ CHUN chun CAIGHDEÁN DEA-IOMPAIR a CHOTHÚ & a CHUR i bhFEIDHM

Is é príomhspríoc an chóid iompair ná dea-iompar a chothú.

- Léireoidh múinteoirí & foireann uile na scoile na caighdeáin iompair mar eiseamláir do na daltaí.
- Beidh teorainneacha agus rialacha soiléire leagtha síos do na daltaí.
- Déanfar plé, daingniú agus forbairt ar rialacha na scoile, rialacha ranga agus na caighdeáin dea-iompar lena bhfuilimid ag súil i ngach rang ar bhonn rialta.
- Déanfar plé, daingniú agus forbairt ar dhea-iompar agus go speisialta ar an gcaoi ar chóir do dhaoine caitheamh lena chéile tríd an gcuraclam OSPS, Oideachas Reiligiúnach, an Clár OCG, an Clár Bí Sábháilte, an Clár Misneach agus a leithéid.
- Déanfar dea-iompar agus samplaí dea-iompair a phlé ag tionóil scoile agus déanfar deaiompar daltaí agus ranganna ar leith a mholadh go poiblí ag na tionóil sin.

AITHEANTAS LE hAGHAIDH DEA-IOMPAIR

Féachfar leis na moltaí seo a leanas a úsáid le caighdeán dea-iompair a spreagadh de réir aoisghrúpa na ndaltaí agus riachtanais na scoile.

- Moladh ó bhéal a thabhairt.
- Dea-iompar a mholadh go poiblí.
- Moladh scríofa a thabhairt. Úsáid a bhaint as an dialann obair bhaile chun an moladh a chur in iúl.
- Córas duaiseanna beaga, réalta, liostaí molta a chur i bhfeidhm.
- Sraith de phointí a bhronnadh le haghaidh dea-iompair.
- Dalta a sheoladh ag múinteoir eile nó ag an bpríomhoide i gcóir moladh.
- Duais ar nós 'Dalta na Seachtaine' agus 'Gaeilgeoir na Seachtaine' a bhronnadh.
- Teastais/duais mholta a thabhairt amach do dhaltaí a léirigh ard-caighdeán iompair/díograis (ar nós Gradam na Samhna/na Nollag & araile.)
- Pribhléidí breise ar nós cúraimí, am órga, pasanna obair bhaile, am súgartha breise agus araile a chur ar fáil.
- Duais in aghaidh na míosa don rang is fearr ó thaobh labhairt agus cruinneas na Gaeilge de. É seo a bheith cláraithe go poiblí ar bhalla na scoile.

BULAÍOCHT

Aithnímid i nGaelscoil Liatroma gur pobal sinn; an fhoireann scoile, na páistí agus na tuismitheoirí/caomhnóirí agus go bhfuil sé riachtanach na páistí a chosaint. Tá sé mar aidhm againn scoil shábháilte dhearfach a chothú ina dtugtar deis do gach páiste a c(h)umas a chur chun cinn. Cuirtear polasaí frithbhulaíochta na scoile i bhfeidhm i gcomhthéacs an Chóid Iompair agus an Pholasaí Chaomhnú Páistí.

An rud a thuigtear le bulaíocht ná iompar diúltach neamhiarrtha, bíodh sé i bhfoirm iompar briathartha, síceolaíoch nó fisiciúil, a dhéanann duine aonair nó grúpa in aghaidh duine nó daoine eile, agus a dhéantar arís agus arís eile.

Aithníonn an Bord Bainistíochta a thromchúisí atá iompar bulaíochta agus a dhiúltaí a d'fhéadfadh a thionchar a bheith ar dhaltaí, agus geallann an scoil dá réir cloí leis na príomhphrionsabail dea-chleachtais atá luaite go mion i bpolasaí Frith-bhulaíochta na scoile agus iompar bulaíochta á chosc agus á chomhrac.

Tá leagan amach iomlán ar an bpróiseas le deileáil le bulaíocht ar fáil i bPolasaí Frithbhulaíochta na scoile.

STRAITÉISÍ CHUN DUL i nGLEIC le SÁRÚ na gCAIGHDEÁN IOMPIAR

Sé'n aidhm atá le smachtbhannaí agus stráitéisí chun dul i ngleic le sárú na gCaihdheán Iompair ná dea-iompar dearfach a chothú agus droch iompar a sheachaint nó a shéanadh.

Is cás leis an mBord Bainistíochta cearta aonair gach uile páiste sa scoil agus is cás leis an mBord cearta na bpáistí i gcoitinne agus dá réir sin ní féidir leis an mBord ligint do chearta aonair éinne faoi leith teacht salach ar chearta tromlach na bpáistí i gcoitinne. Chun timpeallacht éifeachtach scoile a chruthú moltar na céimeanna idirghabhála seo:

1. Mionsárú rialach nó caighdeán iompair
2. Plean ceartúcháin baile agus scoile
3. Fionnraí
4. Díbirt

D'fhéadfadh gur chúis é eachtra troimchúiseach aonair le Clár Ceartúcháin BaileScoile, Fionnraí nó Díbirt a chur i bhfeidhm.

1. Mionsárú Rialach nó Caighdeán Iompair

I gcás mionsárú rialach nó caighdeán iompair fágfar an cúram faoin múinteoir ranga. Is é/í an múinteoir ranga atá freagrach as an rang áirithe sin a chinnfidh cé acu beag nó mór an cúram. Má bhíonn páiste mí-rialta go leanúnach cuirfidh an múinteoir nóta abhaile le síniú ag an tuismitheoir. Beifear ag súil go síneoidh an tuismitheoir/caomhnóir an cóip den nóta an tráthnóna céanna le go dtabharfaí le fios go bhfuarthas an teachtaireacht. Beifear ag súil freisin go dtacóidh an tuismitheoir leis an múinteoir agus é/í ag iarraidh droch-iompar an dalta a stopadh.

2. Plean Ceartúcháin Baile-Scoile

Má fhaigheann aon dalta trí nóta idirghabhála, cuirfear fios ar na tuismitheoirí agus pléifear "Plean ceartúcháin baile-scoile" leo. Iarrfar an plean ceartúcháin baile a chur i bhfeidhm agus teagbháil rialta (a bheidh socraithe) a dhéanamh leis an scoil le dul chun cinn an phleain a bhreithniú. D'fhéadfaí pribhléidí ar nós turais scoile, freastal ar cheolchoirmeacha nó ar dhrámaí, rannpháirtíocht in imeachtaí spóirt, ceoil agus rl. a bhaint den dalta má leanann sé/sí leis an mhíriltacht i ndiaidh rabhaidh ó bhéil an mhúinteora, go mbainfear pribhléidí den dalta. Má éiríonn leis an bplean ceartúcháin thuas cuirtear nóta aitheantais abhaile á chur sin in iúl don tuismitheoir/caomhnóir.

3. Fionraí

Má theipeann ar an bplean ceartúcháin agus nach bhfuil feabhas ar iompar an dalta in ainneoin an mhéid teagmhála leis na tuismitheoirí/caomhnóirí, cuirtear faoi bhráid an Bhoird é agus bíonn cruinniú idir an Cathaoirleach, an Príomhoide agus na tuismitheoirí/caomhnóirí ag plé na ceiste agus déantar an dalta a chur ar fionraí más gá. (féach aguisín 'Nósanna Imeachta maidir le Fionraí & Díbirt')

4. Díbirt

Is é an Bord Bainistíochta an foras cinnteoireachta maidir le díbirtí. Má theipeann ar Fionraí cuirtear an cás faoi bhráid an Bhoird agus bíonn cruinniú idir an Cathaoirleach, an Príomhoide agus na tuismitheoirí/caomhnóirí ag plé na ceiste agus ag cur an páiste ar díbirt. Éilítear ar an scoil de réir dlí cloí le gnáthaimh chóra arna leagan síos faoin Acht Oideachais (Leas), 2000, nuair atá sé beartaithe dalta a dhíbirt ón scoil (féach aguisín 'Nósanna Imeachta maidir le Fionraí & Díbirt')

Achomhairc

Is féidir leis an tuismitheoir/caomhnóir achomharc a dhéanamh leis an mBord Bainistíochta

ar chinneadh Príomhoide dalta a chur ar fionraí. I gcás cinntí a dhéanann an Bord Bainistíochta dalta a chur ar fionraí nó a dhíbirt féadfaidh an Pátrún próiseas achomhairc a sholáthar. Is féidir leis an tuismitheoir/caomhnóir freisin cur isteach ar achomharc faoi alt 29 den Acht Oideachais, 1998, arna leasú ag an Acht Oideachais (Forálacha Ilghnéitheacha), 2007.

An CÓD IOMPAIR & na TUISMITHEOIRÍ

Ní mór do thuismitheoirí uile an Cód Iompair a léamh go cruinn agus foirm a shíniú a dheimhníonn go bhfuil an Cód Smachta léite acu agus go nglacann siad leis thar cheann a bpáiste(í). Tugtar cóip de Chód Iompair na scoile do thuismitheoirí nuair a thosaíonn a bpáiste(í) sa scoil don chéad uair. Beidh foirm leis an gCod Iompair a bheidh le síniú agus le seoladh ar ais chun na scoile ag an tuismitheoirí.

DÁTA CUR i bhFEIDHM 29ú Lúnasa 2018

CUMARSÁID

Beidh an Cód Iompair seo ar fáil d'fhoireann agus do thuismitheoirí uile na scoile. Beidh sé foilsithe ar shuíomh gréasáin na scoile www.gaelscoilliatroma.ie. Cuirfear gach tuismitheoir ar an eolas faoin gCód Iompair seo le linn an phróiséis chlárúcháin agus tabharfar cóip chrua dóibh nuair a thosaíonn a bpáiste sa scoil. Cuirfear cóip den polasaí seo ar fáil don Roinn agus do phátrún na scoile má iarrtar é.

ATHBHREITHNIÚ Déanfar athbhreithniú ar an bpolasaí seo, agus leasófar gnéithe éagsúla go rialta agus de réir mar is gá. Déanfar é a athbhreithniú go foirmiúil gach dara bhliain.

Dáta an chéad athbhreithniú eile: Márta 2020

Sa chás nach bhfuil an leagan Gaeilge agus an leagan Béarla den Chód Iompair ag teacht le chéile is ag an leagan Gaeilge a bheidh forlámhas

Cód Iompair - Foirm Deimhnithe
Code of Behaviour - Verification Form

Sínigh an fhoirm seo mar dheimhniú go bhfuil an Cód iompair léite agat agus go nglacann tú leis thar cheann do pháiste/pháistí. Gearr amach an leathanach seo agus seol ar ais chun na scoile é.

Please sign this form as verification that you have read the Code of Behaviour and accept it on behalf of your child/children. Cut out this page and return to the school.

Má tá moltaí ar bith atá agat ina thaobh ní mór duit iad a chur ag an mBord Bainistíochta i scríbhinn. Déanfaidh an Bord Bainistíochta na moltaí a chur san áireamh agus athbhreithniú á dhéanamh againn ar an gCód Iompair.

Should you have any recommendations with regard to this document you should do so in writing to the Board of Management. The Board of Management will take all written recommendations into account when reviewing the Code of Behaviour.

Tá Cód Iompair Ghaelscoil Liatroma léite go cruinn agam.

I have read Gaelscoil Liatroma's Code of Behaviour carefully.

Glacaim leis an gCód Iompair seo thar cheann mo pháiste/pháistí

I accept the Code of Behaviour on behalf of my child/children

1: Ainm an Dalta _____ Rang _____

2: Ainm an Dalta _____ Rang _____

3: Ainm an Dalta _____ Rang _____

4: Ainm an Dalta _____ Rang _____

Síniú Tuismitheora _____ Dáta _____

Parent's Signature



FOREWORD

In Gaelscoil Liatroma our daily aim is to cultivate a happy, peaceful, positive atmosphere and environment in which each pupil can develop their true potential to the full. We hope that this Code of Behaviour will aid us in our continuing efforts to foster positive relationships and school values. We also hope that it will serve as a framework for positive behaviour.

AIMS

The code of behaviour aims to achieve three things:

- The creation of an effective stimulating environment, through regulating behaviour, in which the pupils can learn.
- To achieve a high standard of behaviour throughout the school with respect shown for the school surroundings.
- To nurture self-discipline in the pupils, based on respect, on tolerance and on understanding of other people.

PRINCIPLES underpinning the CODE of BEHAVIOUR

If the school is to achieve the highest standard in every aspect of the school life, it is important that there is an effective structure in place, which will promote positive behaviour/ outlook and discourage bad behaviour. To achieve this, the code of behaviour places more emphasis on diligence than unruliness. Having said that, it is often necessary to implement a standard of behaviour conducive to fostering and nurturing the goodwill and good disposition of pupils and thus discourage misbehaviour on the part of any pupil so inclined. The teachers certainly understand that no two children are alike and therefore discretion has to be used from time to time.

SCHOOL RULES

- **Respect and Courtesy:** All pupils will be respectful when dealing with teachers, pupils, parents and visitors to the school. Bad language or bullying behaviour will not be tolerated under any circumstance.
- **Riail na Gaeilge** (Irish only rule): In order to ensure and create an environment where An Ghaeilge is fostered and supported, it is necessary to implement ‘Riail na Gaeilge’ in the school ie. that Irish is spoken at all times by the pupils in Gaelscoil Liatroma. The ‘Riail’ is broken when a pupil speaks English in phrases and in sentences. It is understood that all pupils from Senior Infants/ First class upwards will have sufficient Irish to function effectively in school through the Irish language. If a pupil speaks English he/she will be reprimanded immediately in accordance to the schools Irish Language Policy. Because Irish is central to the ethos of the school, the school can enforce suspension and even expulsion if a pupil breaks this rule on a continuous and recurring basis.
- **Parents & an Ghaeilge:** We ask parents and everyone involved with the school to help us as we strive to create our own ‘Gaeltacht’ in the school and in our locality. We expect parents to make every effort to speak Irish amongst themselves and with their children when they are at the school. If a parent/guardian wishes to speak with the class teacher during class time, we ask that they do so “as Gaeilge” only.
- **Home Work:** It is the policy of the school to give homework on a regular basis. The teachers aim to give homework that suits the pupil's capabilities. It is therefore not necessary that each pupil will be given the same homework. It is advised that parents/guardians show an interest in their child's homework. If homework creates stress or tension to a child, parents/guardians are asked to contact the teacher immediately. Parents/guardians are asked to sign their child's homework journal each day as verification that they have seen that it has been completed.
- **Punctuality:** All pupils are expected to be in school on time. The school officially opens at 8.50am. Classes for the infants finish at 1.30pm. All other classes finish at 2.30pm. No responsibility is accepted outside of these times.
- **Attendance:** All pupils are expected to attend school regularly. The school must be notified in writing if a pupil is absent from school. If it is a case that a pupil has to leave the school early, the parent must inform the class teacher of this. No pupil shall be allowed to

leave the school during school time without formal communication/permission from the parent/guardian.

- **Illness:** The school should be advised immediately in the case of any infectious illnesses. The parent/guardian is required to inform the school if his/her child suffers from any health problems. A health form must be completed at the beginning of each school year for pupils who take long term medication.
- **Personal Possessions:** It is imperative that a pupil's name should be on all his/her possessions i.e. coat, items of clothing/uniform, school bag, books etc.
- **The school and its surroundings:** Respect must be shown for the school and its surroundings and it be maintained free from litter. Pupils are expected to be respectful of school property, and the property of other pupils and teachers.
- **Food:** The school has a healthy eating policy. Sweets, chocolate, crisps, biscuits and fizzy drinks are not permitted for school lunches. Nuts & foods containing nuts are not allowed in school and should not be sent in to school for lunch as several children in the school suffer from severe nut allergies.
- **Mobile Phones :** In the interest of safety and to facilitate communication between pupils and their parents/carers before and after school hours, pupils are permitted to bring mobile phones to school if necessary. The use of mobile phones is prohibited at all times during school hours, school tours, during extra curricular activities and their use is forbidden in the yard or anywhere on the school grounds. Phones must be switched off and kept out of sight in the pupil's schoolbag.
- **Electronic Games :** Pupils are not allowed bring electronic devices such as I Pods, I Pads, Tablets, Game Boys, PSP's, MP3's etc. into school or use them during school time, on school tours or during extra curricular activities.

STANDARDS of BEHAVIOUR

The following are the Standards of Behaviour expected in Gaelscoil Liatroma...

Standards of Good Behaviour in general

- Each pupil is expected to speak Irish at all times to the best of their ability except during English lessons.

- Each pupil is expected to show respect, courtesy and good manners towards other pupils and all members of the school community.
- Each pupil is expected to be truthful and honest with each other and in relationship with the school.

That each pupil obey instructions from teachers/staff members at all times.

- That each pupil wear the appropriate school uniform daily and when attending any schoolrelated events.
- That each pupil attend school punctually and regularly.
- That each pupil walks quietly, carefully and safely when moving within the school.

Standards of Good Behaviour in the Classroom

- That each pupil always strives to do his/her best in school.
- That pupils listen to other pupils and teachers when they are speaking.
- That pupils raise their hand when they wish to say something to the teacher or the class.
- That pupils are be patient, helpful and kind to each other.
- That each pupil takes due care of school property, equipment, furniture and toilets.
- That all pupils have the correct school equipment (textbooks, copybooks pencils and personal equipment) as and when required.
- That all written work is completed with care and that copy books and text books are kept neat and tidy at all times.
- That each pupil completes his homework to the best of his ability and that the homework diary is signed.
- That all classes walk quietly in a single line when the class is moving within the school and on the way in and out of the yard.

Standards of Good Behaviour in the Yard

- That all classes walk quietly in a single line to the school yard and will stay in line until they have reached the yard and they are given permission to play.
- Each pupil will stay in their own yard

- Each pupil will play in a safe and careful manner.
- Each pupil will show respect, courtesy and kindness towards other pupils in the yard.
- Pupils should be aware of other people around them in the yard and should be mindful of younger pupils in particular.
- Pupils are expected to watch out for each other in the yard, and to make sure no-one is left out.
- That the pupils from 5th and 6th class who act as helpers on the infants yard are at all times friendly, helpful and kind to the younger pupils and in so doing foster a spirit of kindness and understanding between them.
- Each pupil will follow the instructions of the teacher or SNA on yard duty.
- Pupils will follow the procedures in respect of when the bell rings at the end of break.

EXAMPLES of UNACCEPTABLE BEHAVIOUR

- Behaviour that injures others physically or emotionally ie. hitting, harassing, exclusion, threats, intimidation, name-calling etc.
- Any rough, dangerous or unsuitable behaviour,
- Any behaviour that impinges on the rights of other pupils/teachers.
- Any behaviour that endangers themselves or other pupils.
- Any form of bullying behaviour (see Anti-Bullying Policy).
- Behaviour that interferes with teaching and learning: ie. walking around the classroom, incessant talking, wasting time etc.
- Damage to possessions of others
- Stealing

If a pupil breaks the school rules/standards of behaviour they will be admonished immediately. Depending on the nature of the behaviour, appropriate sanctions will be administered.

RESPONDING to BREACHES of STANDARDS of BEHAVIOUR in general

- Speaking with the pupil – explaining that this kind of behaviour is unacceptable.
 - Advise pupil of expected standard of behaviour.
 - Temporary separation from their peers.
 - Loss of privileges or responsibilities.
 - Give the pupil extra work.
 - Informal communication with parents.

- Send a note home to parents.
- Inform the Principal.
- Send the pupil to the Principal
- Arrange a formal meeting between the teacher and the parents to discuss the situation and to gain their help and support.

Responding to breaches of standards of behaviour in the yard.

- Speaking with the pupil – explaining that this kind of behaviour is unacceptable.
- Speaking with pupil and giving warning of ‘Time Out’.
- Time Out
- Record incident in the yard diary
- Where a more serious incident such as bullying takes place this is dealt with in accordance to the procedures as laid out in the school’s Anti-Bullying Policy

The teacher on yard duty informs the pupil’s class teacher of any breach of standard of behaviour in the yard.

PUPILS with SPECIAL EDUCATIONAL NEEDS

School and class practices that support good behaviour apply to all children, including those who are understood to have special needs. Teachers will be careful to help any child with special educational needs to understand the aims of the sanction clearly and the reason why their behaviour is unacceptable and why a sanction is being implemented.

COMMUNICATION with PARENTS/GUARDIANS

Teachers often speak to parents on an informal basis when incidents of bad behaviour occur in order to gain their help/support.

- Parents/guardians are contacted when several incidents of unacceptable behaviour occurs within a short timespan.
- Parents/guardians are invited to meet with the class teacher if the pupil engages in unacceptable behaviour on an ongoing basis.
- Parents/guardians are contacted immediately in the case of a serious incident.

SUSPENSION:

Where there is no improvement in a pupils’ behaviour despite the school’s communication with parents/guardians, formal communication in writing will be sent to the parents/guardians and the pupil may be suspended or in the case of a more serious incident expelled (see appendix Procedures re Suspension and Expulsion) Teachers keep an account

of bad behaviour and all improvements in behaviour is noted. The school will make every effort to direct pupils with emotional difficulties to be appropriately assessed.

STRATEGIES for PROMOTING and IMPLEMENTING STANDARDS of GOOD BEHAVIOUR.

The main objective of the Code of Behaviour is to foster good-behaviour.

- The teachers and staff of the school will lead by example and demonstrate good standards of behaviour to pupils.
- There are clear boundaries and rules for the pupils.
- The school/class room rules and the expected Standards of Behaviour shall be discussed, reinforced and developed in every classroom on a regular and ongoing basis.
- Good-behaviour will be discussed, reinforced and developed through the SPHE curriculum, Religious Education, The Stay Safe and The Walk Tall programmes etc. Special emphasis will be placed on how the pupils should behave towards each other.
- Good behaviour and examples of good behaviour will be discussed at school assemblies and individual pupil's good behaviour as well as individual class behaviour will be praised publicly at assemblies.

RECOGNITION for GOOD BEHAVIOUR

The following may be used to reward good behaviour, depending on the age-group and needs of the school:

- Praise pupil for good behaviour
- Good behaviour to be praised publicly.
- Written praise. Use of homework diary to praise good behaviour and inform parent of same.
- Small prizes, stars, praising lists etc.
- Points to be given for good behaviour.
- Pupil to go to another teacher or to the principal to be praised.
- Presentation of prizes such as "Dalta na Seachtaine" and 'Gaeilgeoir na Seachtaine'.
- Certificate/medal presented to pupils who presents the best behaviour/diligence. (i.e. Gradam na Samhna/Nollag etc.)
- Extra privileges such as responsibilities, golden time, homework passes, extra playtime etc. A monthly prize for the class who speaks the best Irish- a record of which will be displayed publicly for all to see.

BULLYING

We recognise, in Gaelscoil Liatroma that we are a community; the school staff, pupils and parents and that it is imperative that we protect our children. We strive to create a positive, safe school where children can realise their full potential. The school's anti-bullying policy is put into practice in the context of the Code of Behaviour and the Child Protection Policy

Bullying is defined as unwanted negative behaviour, verbal, psychological or physical conducted, by an individual or group against another person (or persons) and which is repeated over time.

The Board of Management recognises the very serious nature of bullying and the negative impact that it can have on the lives of pupils and is therefore fully committed to following key principles of best practice in preventing and tackling bullying behaviour as set out in schools's anti-bullying policy.

A full explanation of the procedures followed when dealing with bullying can be found in the school's Anti-Bullying Policy.

STRATEGIES to DEAL with BREACHES of STANDARDS of BEHAVIOUR

The aim of sanctions and strategies to deal with inappropriate behaviour is to encourage good behaviour and to avoid or discourage bad behaviour. The Board of Management, while recognising the rights of each child in the school, cannot let individual rights overrule those of the majority. To maintain school discipline and to create a school atmosphere conducive to learning the intervention steps will be taken as follows:

1. Minor rule/standard of behaviour breaches
2. Home-School improvement plan
3. Suspension
4. Expulsion A single incident of serious misconduct may be grounds for implementing the home-School Improvement Plan, Suspension or Expulsion.

1. Minor Rule/Standard of Behaviour Breaches

Class teachers deal with minor incidents of disobedience and rule breaking. The teacher in charge of a particular class will decide whether an incident is serious or minor. If a pupil is consistently disobedient the teacher will send a note home to be signed by the parent/guardian. Parents/guardians are expected to sign the note and return it the following

day, to confirm that the message was received. It is hoped that the parent/guardian will support the teacher as he/she tries to put an end to the pupil's bad behaviour.

2. Home-School Correction Plan

If a pupil receives three notes re disobedience the parents/guardians are informed and a homeschool Correction Plan will be discussed with them. They will be asked to implement this plan at home and to keep in contact with the school (at intervals to be decided) to assess the effectiveness of the plan. Privileges such as school tours, external trips, events, participation in sporting, drama or music events etc. may be withdrawn from a pupil who continues to breach the standards of behaviour having received a verbal warning from a teacher that privileges will be withdrawn. If the Home-School Correction Plan is successful a note of acknowledgement will be sent by the school to the parents/guardians.

3. Suspension if the Home-School Correction Plan is unsuccessful and the pupils behaviour is still unacceptable despite communication with the parents, the matter will be referred to the Board of Management, and a meeting will be arranged between the Chairperson, the Principal and the Parents/Guardians, to discuss the situation and to suspend the pupil if necessary. (see appendix 'Procedures with regard to Suspension and Expulsion')

4. Expulsion The Board of Management is the decision-making body in relation to expulsions. If suspension is unsuccessful the matter will be referred to the Board of Management, a meeting will be arranged between the Chairperson, the Principal and the Parents/Guardians, to discuss the situation and to expel the pupil. (see appendix 'Procedures with regard to Suspension and Expulsion').

Appeals

The Board of Management will offer an opportunity to appeal the Principal's decision to suspend a pupil. In the case of decisions to suspend or expell a pupil made by the Board of Management an appeals process may be provided by the Patron. The parents/guardians may appeal the suspension/expulsion under section 29 of the Education Act 1998, as amended by the Education (Miscellaneous Provisions) Act 2007. (For further details about the Appeals process, including requirements for documentation, and the steps in the process, refer to current DES guidance).

THE CODE of BEHAVIOUR & the PARENTS

It is imperative that all parents/guardians read this document carefully and sign it as confirmation that they have read the Code of Behaviour and accept it on behalf their child/children.

A hard copy of the Code of Behaviour is given to all parents when their child first start in the school. Included in this copy will be a declaration form that must be signed by the parent and returned to the school.

IMPLENTATION DATE 29ú Lúnasa 2018

COMMUNICATION This policy has been made available to all staff and parents of the school. It will also be published on the school website www.gaeliscoilliatroma.ie. All parents are advised of the Code of Behaviour during the registration process and will be given a hard copy of the document when their child starts school.

A copy of this policy will be made available to the Department and the patron if requested.

REVIEW

This policy will be reviewed, and various elements amended as necessary. It will be formally reviewed every second year. Date for next review: **Márta 2020**

In the event that the Irish and the English language versions of the Code of Behaviour differ it is the Irish language version that is the definitive version.

Cód Iompair - Foirm Deimhnithe **Code of Behaviour - Verification Form**

Sínigh an fhoirm seo mar dheimhniú go bhfuil an Cód iompair léite agat agus go nglacann tú leis thar cheann do pháiste/pháistí. Gearr amach an leathanach seo agus seol ar ais chun na scoile é.

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I have read Gaelscoil Liatroma's Code of Behaviour carefully.

Glacaim leis an gCód Iompair seo thar cheann mo pháiste/pháistí

I accept the Code of Behaviour on behalf of my child/children

1: Ainm an Dalta _____ Rang _____

2: Ainm an Dalta _____ Rang _____

3: Ainm an Dalta _____ Rang _____

4: Ainm an Dalta _____ Rang _____

Síniú Tuismitheora _____ Dáta _____

