



Cimhír RoÚa: 19839R

Gaelscoil Uí Ríordáin

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Cód Iompair & Smachta ***(Code of Behaviour and Discipline)***

- 1. Nuair a bhí an cód seo á leagan amach, rinneadh machamh ar shainriachtanais agus ar shaintosca na scoile seo. Tá sé mar aidhm ag an gcód a chinntiú go gcuirtear indibhidiúlacht gach uile pháiste san áireamh agus go nglactar san am céanna le ceart an pháiste oideachas a fháil i dtimpeallacht atá réasúnta saor ó iompar toirmeascach.**

In devising the code, consideration has been given to the particular needs and circumstances of this school. The aim is to ensure that the individuality of each child is accommodated while acknowledging the right of each child to education in a relatively disruption free environment.
- 2. Déanfaidh baill uile na foirne gach iarracht cur chuige dearfach a chur i bhfeidhm ar chúrsaí iompair sa scoil. Cuireann an cód creatlach ar fáil agus taobh istigh di, bainfidh oidí úsáid as teicníochtaí dearfacha chun daltaí a spreagadh agus a mhealladh.**

Every effort will be made by the members of staff to adopt a positive approach to the question of behaviour in the school. The code offers a framework within which positive techniques of motivation and encouragement are utilised by teachers.
- 3. Leagann an scoil béim níos mó ar luachanna saothair ná ar smachtbhanna mar go gcreideann sí go mbainfidh an chur chuige seo na torthaí is fearr amach san fhadtéarma.**

The school places greater emphasis on rewards than on sanctions in the belief that this will, in the long run, give the best results.
- 4. Aithníonn an scoil éagsúlacht na ndifríochtaí a bhíonn idir pháistí agus an gá a bhíonn ann na difríochtaí seo a chur san áireamh.**

The school recognises the variety of differences that exists between children and the need to accommodate these differences.
- 5. Glactar leis go bhfuil árd-chaighdeán iompair ag brath ar chóras rathúil caidrimh taobh istigh den scoil agus ar chomhoibriú fial i measc na foirne agus idir an fhoireann, daltaí agus tuismitheoirí/caomhnóirí.**

It is agreed that a high standard of behaviour requires a strong sense of community within the school and the high level of co-operation among staff and between staff, pupils and parents/guardians.
- 6. Tá an méid is lú rialacha ann agus tá said ráite go dearfach i dtéarmaí atá soiléir faoi cad ba cheart do dhaltaí a dhéanamh.**

The rules are being kept to a minimum and are positively stated in terms of what pupils should do.
- 7. Déanfar gach iarracht an curaclam a chur in oiriúint do chumais, mhianaigh agus suimeanna gach uile pháiste. Ba cheart go gcabhródh sé seo chun leamhthuirse, easpa suime agus easpa dul chun cinn a mhaolú.**

All efforts will be made to match the curriculum to the abilities, aptitudes and interests of each pupil. This should help to reduce boredom, lack of interest or lack of progress.

8. Is ar an bPríomhoide atá iomlán freagrachta i leith na haraíonachta taobh istigh den scoil. Tá sé de dhualgas ar gach oide araíonacht a chothú, taobh istigh dá rangsheomra féin agus san am céanna freagracht i gcomhpháirt le hoidí eile a ghlacadh i gcúrsaí dea-riair taobh istigh d'áitreabh na scoile. Cuirfear dalta chuig an bPríomhoide de bharr mórshárú riailbhéasa agus de bharr beagshárú riailbhéasa a tharlaíonn go rialta.

The overall responsibility for discipline within the school rests with the Principal. Each teacher has responsibility for the maintenance of discipline within his/her classroom while sharing a common responsibility for good order within the school premises. A pupil will be referred to the Principal for serious breaches of discipline and for repeated incidents of minor misbehaviour.

9. Sa mhéid go gcreidtear gurb iad na scoileanna is éifeachtaí ná na cinn a chothaíonn an caidreamh is fearr le tuismitheoirí/caomhnóirí, déanfaidh an Príomhoide, Leas Phríomhoide agus an fhoireann gach iarracht féachaint chuige go gcoimeádtar tuismitheoirí/caomhnóirí ar an eolas i gcónaí. Déanfar deimhin de freisin go mbeidh atmaisféar fáilteach sa scoil roimh tuismitheoirí/caomhnóirí, agus go gcuirfear scéala chucu ní hamháin nuair a bhíonn a gcuid páistí i dtrioblóid ach nuair a bhíonn na béasaí ar fheabhas acu chomh maith.

In the belief that the most effective schools tend to be those with the best relationships with parents/guardians, every effort will be made by the principal, deputy principal and staff to ensure that parents/guardians are kept well-informed, that the school provides a welcoming atmosphere towards parents/guardians and that parents/guardians are not only told when their children are in trouble but when they have behaved particularly well.

Tá sé mar aidhm leis ag an gCód Iompar a chinntiú:

- A. Go gcothófar feidhmiú éifeachtach na scoile agus dea smacht sna ranganna chun go gcoinneófar atmaisféar spreagúil foghlamtha.
- B. Go gcoimeádfar ardchaighdeán smachta ar fud na scoile agus meas ar thimpeallacht na scoile.
- C. Go gcothófar féin smacht sna daltaí agus é bunaithe ar mheas agus ar thuiscint dá chéile.

The Code of Behaviour and Discipline is designed to:

- A. *Maintain the efficient operation of the school and the structuring of in-class discipline so that there exists an efficient and stimulating learning environment.*
- B. *Preserve good order throughout the school and respect for the school environment.*
- C. *Promote the development of self-discipline in pupils based on consideration, respect and tolerance for others.*

Rialacha na Scoile (*School Rules*)

- 1. Is í an Gaeilge teanga cumarsáide na scoile agus ní mór do gach páiste ó Rang na Naíonáin Mhóra ar aghaidh í a labhairt. Beifear ag súil go dtabharfaidh na tuismitheoirí/caomhnóirí gach spreagadh do na leanaí agus go ndéanfaidh siad féin iarracht leis í a labhairt, go mórmhór i dtimpeallacht na scoile.**

Irish is the spoken language of the school and from Senior Infants on, all children are required to speak it. It is expected that parents/guardians will give the children every encouragement and endeavour to use whatever Irish they have, especially in the school surroundings.

- 2. Tá sé tábhachtach do na páistí a bheith in am don scoil. Ní mór d'aon dalta a bhíonn déanach nó as láthair nóta a thabhairt don mhúinteoir ranga an lá dár gcionn.**

It is essential that the children are in time for school. A child who is late or absent is required to give an explanatory note to the class teacher the following day.

- 3. Ní mór do gach dalta an éide scoile ceart a chaitheamh. Iarrtar orthu culaith reatha agus bróga reatha a chaitheamh lá an Chorpoideachais.**

The children must wear the full school uniform. They are expected to wear a tracksuit/suitable clothing and running shoes on P.E. day.

- 4. Ba cheart do gach dalta lón folláin a thabhairt ar scoil. Tá polasaí lón folláin sa scoil agus ar fáil ar suíomh idirlín na scoile.**

All children should bring a wholesome lunch to school. There is a healthy lunch policy in place and this is available on the school website.

- 5. Táthar ag súil go ndéanfaidh gach dalta a (h)obair bhaile i gceart. Ba chóir go mbeadh an obair seo sínithe ag tuismitheoir/caomhnóir. Munar féidir leis an bpáiste an obair a dhéanamh ba cheart don tuismitheoir/caomhnóir nóta míniúcháin a chur sa Dialann. Tá an polasaí obair bhaile ar fáil ar suíomh idirlín na scoile.**

Each child is expected to complete his/her homework properly. A parent/guardian should sign this work. If for some reason a child cannot do his/her work the parent/guardian should put an explanatory note in the child's Diary. The homework policy is available on the school website.

- 6. Iarrtar ar na daltaí bheith dea-bheásach i gcónaí lena chéile, lena múinteoirí, foireann uile na scoile agus le cuairteoirí chun na scoile. Tá cosc ar aon sórt drochiompair a tharrangódh drochttheist ar an scoil.**

The children are expected to be courteous at all times to one another, to their teachers, to all staff members, and to visitors to the school. Misconduct in any form which brings the school into disrepute is forbidden.

- 7. Ní foláir do na páistí meas a bheith acu ar shealúchas na scoile agus ar shealúchas dhaoine eile agus an scoil a choimeád slachtmhar.**

Children must respect school property and other people's belongings in order to keep the school neat and tidy.

- 8. Ní cheadaítear cluichí nó earraí luachmhara nó seodra a thabhairt ar scoil.**

Pupils are prohibited from bringing any valuables or expensive games or jewellery onto the school property.

9. Níl cead ag na daltaí a bheith garbh, nó Béarla a labhairt sa chlós. Ní mór dóibh bheith ciúin agus iad i línte le h-ord agus eagar.

Rough play and speaking English are forbidden in the school yard. Pupils are expected to be quiet and orderly whenever they are in their assembled class lines.

10. Ní thugtar cead do pháistí an scoil a fhágaint i gcaitheamh an lae scoile. Má bhíonn ar thuismitheoir/caomhnóir teacht ag trial ar pháiste go luath ní mór nóta a scríobh don mhúinteoir sa dialann nó scéal a chuir chuig an Rúnaí san oifig.

Pupils are not permitted to leave the school during the school day. If a parent/guardian finds it necessary to collect a child early the class teacher should be informed in advance if possible, by putting a note in the School Diary. Parents/guardians of Junior and Senior Infants can leave a message with the school secretary.

UÍ RÍORÓDÁIN



Scoil Shona Dearfach (*Promoting a Happy School*)

Cabhraíonn dea-thimpeallacht shóisialta sa seomra ranga chun na spriocanna foghlama agus sóisialta atá socraithe ag an múinteoir do na daltaí a bhaint amach. Chun páistí a spreagadh i leith dea-iompar dírimid ar cur chuige dearfach i gcónaí sa rang agus ar fud na scoile.

Fostering a positive social environment in the classroom contributes to both the learning and social goals the teacher has set for pupils. Teachers provide a good role model from problem solving and dealing with conflict situations, whilst implementing a whole school approach.

Déanann an Príomhoide agus múinteoirí na scoile an Cód Iompar a mhíniú go rialta. Ag tús gach scoilbhliain déanann gach múinteoir rialacha ranga a cheapadh leis na daltaí. Mar thoradh ar son cothaítear, comhthuiscint ar an slí a n-iompraíonn na páistí iad féin agus ar a gcaidreamh lena chéile. Lín beag rialacha a bhíonn ann, oiriúnach don aois agus do dhifriochtaí aonair.

Scríobhtar na rialacha i bhfocail dearfacha agus bíonn siad ar taispeáint go soiléir.

Cuirtear tuismitheoirí/caomhnóirí ar an eolas go luath maidir le mí-iompraíocht.

The Principal and teachers explain the Code of Behaviour and Discipline on a regular basis.

At the beginning of each academic year each class teacher will draft a list of class rules with the pupils.

Positive behaviour is emphasised. Rules are kept to a minimum.

Rules will be applied in a fair and consistent manner, taking age of pupils and individual difference into account.

Parents/guardians will be consulted at an early stage where difficulties arise.

Stráitéisí

Déanfar gach iarracht an cód iompar seo a chuir i bhfeidhm i slí dearfach agus cuirfear béim ar leanaí a mholadh. Tá ar gcóras dírithe ar pháistí aonair, ar ghrúpaí agus ar an rang iomlán: “Mol an óige agus tiocfaidh sí”.

- **Moladh ó bhéil** (*A quiet word or gesture to show approval*)
- **Moladh scríofa i gcóipleabhar an pháiste** (*A comment in a pupil's copybook*)
- **Moladh ó mhúinteoir eile, leas príomhoide, Príomhoide** (*Words of praise from other staff members, Deputy Principal, Principal*)
- **Moladh a thabhairt os comhair grúpa/daoine eile** (*A word of praise in front of a group or class*)
- **Pribhléid/Freagracht Speisialta a thabhairt** (*Delegating some special responsibility or privilege*)
- **Moladh a thabhairt do pháiste os comhair tuismitheoir/caomhnóir** (*Praising a child in front of a parent/guardian*)
- **Nóta molta a scríobh sa dialann obair bhaile** (*A note of praise written in child's school diary*)

Duaiseanna agus Dreasaictáí (*Rewards & Incentives*)

Seo a leanas samplaí de dhuaiseanna agus dreasaictáí I láthair na huaire (*The following are examples of reward systems currently in use in our school*):

Bun Ranganna (*Junior Classes*):

- sticéirí (*stickers*),
- suaitheantas (*merit badge*),
- teastas (*certificate*),
- réaltaí ar chairt / ar an gclár bán idirghníomhach (*star charts / group charts on interactive white board*),
- am órga (*golden time*),
- saor shúgradh (*free play*),
- cartúin TG4 (*TG4 cartoons*),
- duaiseanna do ghrúpa/páistí aonair (*group/individual awards*),
- Cainteoir na Seachtaine,
- bosca draíochta (*prize box*).

Meán Ranganna (*Middle Classes*):

- sticéirí & réaltaí (*stickers in journals/copies*),
- córas ar líne m.sh. Class Dojo (*Class Dojo – online reward system*),
- pas obair bhaile saor (*homework off passes*),
- ticéid do chrannchur (*tickets for weekly draw*),
- am órga (*golden time*),
- am iPads (*iPad time*),
- Cainteoir na Seachtaine,
- bosca duaiseanna (*prize box*),
- bÁCáil (*baking*).

Ard Ranganna (*Senior Classes*):

- Cainteoir na Seachtaine,
- pas obair bhaile saor (*homework off passes*),
- am órga (*golden time*),
- iPads (*iPad time*),
- cluichí boird (*board games*),
- bÁCáil (*baking*).

Tacaíocht Foghlama/Achmhainne (*Resource/Learning Support*):

- réaltaí & stampaí (*stars & stickers*),
- ealaín (*art*),
- bÁCáil (*baking*),
- turgnamh eolaíochta (*Science experiments*),
- plandaí a chur (*planting seeds*),
- iPads (*iPad time*),
- cluichí boird (*board games*)

Cur chuige agus stráitéisí idir ghabhála ranga/scoile chun déileáil le mí-iompraíocht

(School Approach to responding to misbehaviour/non-compliant behaviour in the classroom & school)

- Rialacha a mheabhrú, athreorú (*Rule Reminder / Warning of a consequence*)
- Garsmacht / Garmholadh (*Proximity Praise*)
- Comharthaí Neamhlabharta / Ceartú (*Distraction / correction / give time to comply*)
- Neamhaird (*Tactically ignoring low level misbehaviours*)
- Foláireamh i bhfoirm rogha (*Re-directing pupils stating clearly the desired behaviour*)
- Scaradh amach óna p(h)iargrúpa (*Temporary separation from peers*)
- Nóta sa dialann / labhairt le tuismitheoirí/caomhnóirí (*Note to parents/guardians in school diary*)
- Cuid d'am súgradh a chailliúnt – siúlann an páiste leis an múinteoir atá ar dualgas (*Reduced playtime in yard – child walks with teacher on yard duty for a short period*)
- Pribhléidí a chailliúnt *m.sh.* cuid den am órga (*Loss of privileges e.g. Golden Time*)
- Cur síos scríofa ar eachtra - síniú ón múinteoir agus tuismitheoir/caomhnóir (*Written note by pupil on a misbehaviour, signed by class teacher and parent*)
- Páiste a chur go dtí an Príomhoide (*Pupil sent to Principal*)

I gcás mionlach beag leanaí, b'fhéidir nach n-éireodh le mórchuid den chur chuige thuas luaite. I gcásanna iompar dushlánach *m.sh.* caint gháirsiúil, rudaí a chaitheamh, ciceáil bualadh, puinseáil nó greim a bhaint as leanaí eile, ní mór dúinn cabhrú leis na páistí tuiscint a fháil ar na rudaí a mhúsclaíonn a ráigeanna feirge. Ní mór é sin a chleactadh i dtimpeallacht shábháilte nuair a bhíonn an páiste ciúin agus i gceannas ar a mhothúcháin.

For a small minority of children, many of the approaches mentioned may not be effective. Some children exhibit challenging behaviour (e.g. using foul language, throwing objects, kicking, hitting, punching or biting others). We need to help these children understand the triggers to their angry outbursts. This is practiced in a safe environment when the child is calm and in control of their emotions.

Cuirtear tuismitheoirí/caomhnóirí ar an eolas faoin cur chuige ranga/scoile chun dea-iompar a threisiú agus mí-iompar a láimhsiú. Téann an múinteoir ranga i gcomhairle leo agus iad a chur ar áireamh in aon phlean aonair iompraíochta a bhaineann lena leanbh.

Approaches to responding to behaviour in the classroom/school are communicated to parents/guardians and their involvement in supporting reward/incentive systems planned with the class teacher.

1. An cur chuige sa Rang (*Classroom Strategies*):

The following represents the normal sequence of strategies put in place in each classroom. This may vary depending on individual circumstances, class groups and ages.

A. Plé:

Dul chun réasúin leis an dalta go ciúin

Discussion:

Reasoning with the pupil quietly.

B. Comhairle:

Comhairle a leasa a chur ar an dalta agus tagairt a dhéanamh do rialacha an ranga.

Advice:

Advise pupil regarding appropriate behaviour and making reference to class rules.

C. Geallúint:

Tugann an pháiste geallúint ó bhéil, tréan iarracht a n-iompar a fheabhsú.

Promise:

Pupil promises to make a greater effort to improve/ work on their behaviour.

D. Conradh Sínithe:

I Ranganna 2-6 síníonn an pháiste conradh. Is foirm taifead é seo do gheallúint an pháiste. Léiríonn sé go bhfuil an leanbh sásta/ullamh chun an iompar a fheabhsú.

Signed Contract:

Pupils from Rang 2-6 sign a "contract" stating that they are happy to work on and improve their behaviour. This records their readiness to set a target for a desired alternative preferred behaviour.

E. Smachtbhannaí:

1. Iarrtar ar an dalta nóta a scríobh faoin eachtra agus é a fháil sínithe ag tuismitheoir/caomhnóir.
2. Pribhléidí a bhaint de/di.
3. An dalta a scarúint go sealadach óna p(h)iarghrúpa.
4. Coimeádtar tuairisc faoin droch iompar. Cuirtear scéal chuig an Príomhoide/Leas Phríomhoide

Sanctions / Consequences:

1. *The child is required to write a note regarding the incident which is to be signed by the parent/guardian.*
2. *Loss of privileges.*
3. *Temporary separation from peers.*
4. *Inappropriate behaviour recorded. Report sent to School Principal/Deputy Principal.*

2. Idirghabháil an Phríomhoide (*Intervention of Principal*):

A. Comhairle:

- Comhrá leis an dalta
- Ceartúcháin.

Advice:

- *General talk/discussion with the pupil.*
- *Reprimanding.*

B. Smachtbhannaí:

1. Foláireamh ó bhéal a thabhairt.
2. Pribhléidí a bhaint de/di.
3. Tuairisic a choimeád ar drochiompar tromchúiseach.

Advice:

1. *Pupil is reminded, cautioned and corrected.*
2. *Loss of privileges.*
3. *Serious misbehaviour is recorded.*

C. Tuismitheoirí/Caomhnóirí

Tar éis dul i gcomhairle leis an bPríomhoide cuirfidh an Múinteoir Ranga litir fhoirmiúil chuig na tuismitheoirí/caomhnóirí.

Parents/Guardians:

Formal letter to parents/guardians from Class teacher following communication with Principal.

D. Comhairle a lorg ó Siceolaí na Scoile atá faoi churam N.E.P.S

Advice sought from our N.E.P.S. School Psychologist Valerie Walsh

3. Litreacha Rabhaidh (*Warning Notices*):

Tá gá le smachtbhannaí chun míshástacht i leith iompair nach féidir glacadh leis a chur in iúl. Is córas grádaithe smachtbhannaí é seo a leanas a chuirfear i bhfeidhm i gcás mí-iompair tromchúiseach. Tá solúbhacht ag baint leis an gcóras seo áfach chun go gcuirfí tosca gach dalta ar leith san áireamh. Dá réir sin is féidir ord na smachtbhannaí a athrú más gá i gcásanna mí-iompar thromchúisigh.

There is a need for sanctions to register disapproval of unacceptable behaviour. The following is a graded system of sanctions which will be implemented in the event of serious misbehaviour. However, this system does contain a degree of flexibility to take account of individual circumstances. Accordingly, the sequence can also be varied in cases of gross misconduct.

A. Foláireamh Ranga:

An chéad fhógra chuig tuismitheoirí/caomhnóirí ón Múinteoir Ranga.

Class Warning:

Early warning notice to parents/guardians from Class Teacher.

B. Foláireamh ón bPríomhoide:

Litir Rabhaidh chuig tuismitheoirí/caomhnóirí ón bPríomhoide.

Warning from Principal:

Warning Notice to parents/guardians from School Principal.

C. An Foláireamh Deireanach:

Sa bhfógra deireanach ón bPríomhoide iarrfar ar thuismitheoirí/caomhnóirí teacht go dtí an scoil gan mhoill.

Final Warning:

Final warning notice from School Principal requires parents/guardians to visit school as a matter of urgency.

Chun a chinntiú go bhfaighidh thuismitheoirí/caomhnóirí na Litreacha Rabhaidh thuasluaite ní mór do thuismitheoirí iad a shíniú agus a chur ar ais chuig an bPríomhoide/Leas Phríomhoide.

To ensure that parents/guardians receive the above Warning Notices, all notices must be signed by parents/guardians and returned to School Principal/Deputy Principal.

4. Fionraí (Suspension): (Sealadach/Temporary)

Muna bhfuil na thuismitheoirí/caomhnóirí sásta geallúint a thabhairt go mbeidh feabhas ar iompar an dalta sa toadhchá is féidir an dalta a chur ar fionraí sealadach ón scoil. Beidh sé seo de réir téarmaí Rialacha 130 Cuid 5 de na Rialacha le haghaidh Scoileana Náisiúnta agus leasaithe in Imlitir 7/88. Cinnteófar an tréimhse fionraíochta sa bhfógra fionraíochta a bheidh sínithe ag Cathaoirleach an Bhoird Bhainistíochta agus ag an bPríomhoide. Ar a theacht ar ais ar scoil don dalta ba chóir go dtiocfadh thuismitheoir nó caomhnóir ina t(h)eannta chun bualadh leis an bPríomhoide.

If the parents/guardians do not give an undertaking that the pupil will behave in an acceptable manner in the future the pupil may have to be suspended for a temporary period. Suspension will be in accordance with the terms of Rule 130 Section 5 as amended in Circular 7/88 of the Rules for National Schools. Notice for suspension, signed by Chairperson of Board of Management and School Principal, will confirm the period of suspension from school. On return to school following suspension, the child shall be accompanied by Parent or Guardian in order to meet with School Principal.

I gcás mí-iompair thromchúisigh, tabharfaidh an Bord údarás don Chathaoirleach nó don Phríomhoide an dalta a chur ar fionraí ón scoil láithreach bonn go dtí go mbeidh deis ar fáil chun an cheist a phlé leis na thuismitheoirí/caomhnóirí.

In the case of gross misbehaviour the Board shall authorise the Chairperson or Principal to sanction an immediate suspension pending a discussion of the matter with the parents/guardians.

5. Díbirt/Expulsion:

I bhfiordhroch-chás déanfar machnamh ar dhalta a dhíbirt as an scoil de réir téarmaí rialach 130(b) de na Rialacha le haghaidh Scoileann Náisiúnta.

Expulsion may be considered in an extreme case, in accordance with Rule 130(b) of the Rules for National Schools.

Achomharc (Right of Appeal)

I ngach cás maidir le dalta a chur ar fionraí nó a dhíbirt as an scoil tá sé de cheart ag na tuismitheoirí nó ag na caomhnóirí achomharc a dhéanamh leis an mBord Bainistíochta.

In all cases involving the suspension or expulsion of a pupil, the parents/guardians have a right of appeal to the Board of Management.

Teagmháil idir múinteoirí agus tuismitheoirí/caomhnóirí (Contact between teachers & parents/guardians)

- a) Tá ról an-tábhachtach ag tuismitheoirí/caomhnóirí i múnú dearcaidh a chothaíonn dea-iompar ar scoil. Cuirtear fáilte roimh tuismitheoirí/caomhnóirí sa scoil i gcónaí agus iarrtar orthu gach deis a thapú chun lánúsaid a bhaint as na bealaí cumarsáide foirmiúla agus neamhfoirmiúla a chuireann an scoil ar fail dóibh. Eagraítear cruinnithe le múinteoirí uair sa bhliain ach is féidir bualadh le múinteoir aon am eile i gcaitheamh na bliana ach coinne a shocrú roimh ré.

*Parents/guardians play a crucial role in shaping the attitudes which produce good behaviour in school. Parents/guardians are always welcome in the school and are encouraged to take full advantage of all formal and informal channels of communication made available by the school. Individual parent/teacher meetings are organised once a year. However, it is possible to meet a teacher at any other time during the year **provided an appointment has been arranged in advance.***

- b) Uaireanta bíonn ar tuismitheoirí/caomhnóirí leanaí a bhailiú go luath ón scoil chun iad a thabhairt go dtí an dochtúir, nó an fiacloir, srl. Is féidir na leanaí a bhailiú díreach ó na seomraí ranga ach fógra a thabhairt do mhúinteoir nó don Phríomhoide roimh ré.

Parents/guardians sometimes have to collect children early from school in order to visit the doctor, dentist, etc. The children may be collected directly from their classrooms, provided the Class Teacher has been informed in advance, or alternatively a message is left with the school secretary.

- c) Má theastaíonn ó tuismitheoir go goimeádfai a leanbh istigh am sosa is féidir cead a fháil ach nóta a thabhairt don pháiste ag teacht ar scoil.

If a parent/guardian would like a child to stay inside during break time, permission will be granted provided the child is given a note coming to school.

- d) Má bhíonn leanbh as láthair ní mór dó/di nóta ó tuismitheoir/caomhnóir a thabhairt don mhúinteoir ar theacht ar ais ar scoil dó/di.

A child who has been absent from school is required to give an explanatory note to his/her class teacher on returning to school.

- e) Dá dtarlódh sé ar chúis éigin nach mbeadh aon obair bhaile déanta ag dalta bheadh sé cabhrach don mhúinteoir dá bhféadfadh tuismitheoir/caomhnóir nóta a scríobh sa dialann.

Should a child, for one reason or another, be unable to complete his/her homework it would be helpful to the teacher if a parent/guardian could write a brief explanatory note in the school diary.

Tá an Cód Iompair & Smachta leagtha amach de réir Imlitreach 20/90 na Roinne Oideachais agus Scileanna agus 'Cód Smachta a chruthú' – Treoirlínte do Scoileanna (B.N.L.D 2008). Is riachtanas é faoin Acht Leasa Oideachais 2000. Beidh sé de cheart ag an bPríomhoide agus ag an mBord Bainistíochta Rialacha na scoile a athrú amach anseo dá dtárlódh sé go mbeadh gá lena leithéid.

The Code of Behaviour and Discipline document has been drawn up in accordance with the Department of Education and Skills, and 'Developing a Code of Behaviour' – Guidelines for schools (N.E.W.B. 2008)- Guidelines (Circular 20/90) and as a requirement under the Education Welfare Act 2000. The Principal and the Board of Management reserve the right to amend the School rules should they deem it necessary.

Daingniú agus Athbhreithniú (*Ratification and Review*):

- Déanfaidh an Bord Bainistíocht monatóireacht ar gach ghné den bpolasaí seo.
The Board of Management will monitor the implementation of all aspects of this policy.
- Deinfear é athbhreithniú agus a leasú go rialta, mar is gá.
This policy will be amended and updated as required and is subject to regular review by the Board of Management.
- Beidh sé de cheart ag an mBord athbhreithniú bliantiúil a dhéanamh ar inmhathanacht ár ranganna speisialta.
The Board of Management reserves the right to review the viability of the special classes on a yearly basis.

Daingníodh an polasaí seo ag cruinniú do Bhord Bainistíochta Ghaelscoil Uí Ríordáin ar an 18^ú Deireadh Fómhair 2022.

This policy was ratified by the Board of Management of Gaelscoil Uí Ríordáin on 18/10/2022.

Síniú / Signed: _____

(Cathaoirleach an Bhoird Bhainistíochta / Chairperson, Board of Management)