

Code of Behaviour, St. Brigid's G.N.S. Palmerstown.

Introduction

The Code of Behaviour for St. Brigid's Girls' National School is the set of programmes, practices and procedures agreed on by staff, pupils, parents and management that form our school's plan for helping our pupils to behave well and learn well.

Rationale

It is necessary to revise the Code of Behaviour of St. Brigid's G.N.S. because:

- The existing policy is due for review/amendment
- We wish to ensure there is an orderly climate for learning in the school
- The opinions of our Students' Council should be included in the code
- It is a requirement under DES Circular 20/90 on School Discipline
- It is a requirement under the Education Welfare Act, 2000, Section 23 (1) which refers to:

“ ...the obligation on schools to prepare a code of behaviour in respect of the students registered at the school. It details in Section 23(2), that the code of behaviour shall specify:

- A. The standards of behaviour that shall be observed by each student attending the school;*
- B. The measures that shall be taken when a student fails or refuses to observe those standards;*
- C. The procedures to be followed before a student may be suspended or expelled from the school concerned;*
- D. The grounds for removing a suspension imposed in relation to a student;*
and
- E. The procedures to be followed in relation to a child's absence from school.”*

Relationship to the characteristic ethos of our school.

St. Brigid's is a Catholic all girls' primary school and its ethos and philosophies are based on a belief in God and in the life, death and resurrection of Jesus Christ. All policies, practices and attitudes of the school, including our Code of Behaviour, are inspired by Gospel values. Each child is equal in the eyes of God and each child is equal in the eyes of school staff. We promote inclusion and integration and cherish all our pupils equally.

The adults in our school model the school's standards of behaviour in their dealings with each other and with the students. Their good example helps to build up mutual trust, respect and understanding.

Aims

By introducing this policy the school aims:

- To ensure an educational environment that is guided by our vision statement
- To allow the school to function in an orderly way where pupils can make progress in all aspects of their development
- To create an atmosphere of respect, tolerance and consideration for others
- To promote positive behaviour and self-discipline, recognising the differences among pupils and the need to accommodate these differences
- To ensure the safety and well-being of all members of the school community
- To assist parents and pupils in understanding the systems and procedures that form part of the code of behaviour and to seek their co-operation in the application of these procedures
- To ensure that the system of encouragement, rewards, rules and sanctions is implemented in a fair and consistent manner.
- To assist pupils in learning how to take personal responsibility for their actions. To help them to understand that acceptable behaviour has positive consequences while unacceptable behaviour has negative consequences, i.e. sanctions.

Behaviours' Guidelines:

Safety: For my own safety and that of others;

- I should be careful coming to and going from school
- I should always walk while in the school building
- I should remain seated in class while eating lunch
- I should never play roughly in the school yard and always show respect for my fellow pupils
- A note of explanation following absences or if I am late the reason for my late arrival at school should be recorded on Aladdin
- I should never leave the yard without permission from the supervising teacher
- I should never leave the school grounds without the permission of the Principal.

Caring for myself:

- I should respect myself and my property, always keeping my school bag, books and copies in good order; I should write my name on my belongings
- I should always be in the class line before the bell rings at 8.50a.m. (8.50am 3rd - 6th classes & 9.00am J1- 2nd classes for the school year 2021/2022 due to Covid 19 safety measures)
- I should not remain on the school grounds after 2.30 p.m.
- I should show respect for my school and be proud to wear the school uniform or tracksuit every day

- I should wear my tracksuit on PE day only or with special permission
- I should always be aware of my personal cleanliness
- I should always bring a sensible, nutritional lunch to school. Crisps, popcorn, minerals, or chewing gum are not permitted
- I should always do my best in school by listening carefully, working as hard as I can and by completing my homework
- I should only use appropriate language and not swear
- I should accept constructive criticism and correction
- I should wear only stud earrings and a watch and no other jewellery; I should not have tattoos, transfers, false eyelashes, false nails, fake tan or makeup of any description.
- I should always have a hand towel.

Caring for others:

- I should be kind and respectful to teachers and fellow pupils by being mannerly and polite, by taking turns and by remaining silent and orderly in my class line
- I should behave well in class so that my fellow pupils and I can learn
- I should obey the class rules/charter which I have signed at the beginning of the school year
- I should behave well on the yard, not call others names or physically, mentally or emotionally hurt another pupil
- I should always keep my school clean and litter free. I should show respect for the property of my fellow pupils, my teachers and the school building and grounds. I should not take the property of others without their permission
- I should try to be truthful and honest at all times
- I should not bring my mobile phone to school

Pupils accept these behaviours by signing the School Charter and the Our Behaviour Guidelines in their Pupil's Journal, (See Appendix 1 and Appendix 2).

The Role of the Student Council:

One of the reasons our code of behaviour was updated was to include the opinions of the Student Council and the student body of St. Brigid's GNS. The members of the council were given an opportunity to liaise with their peers and discuss their attitudes to our Behaviour Guidelines and make suggestions for improvement. The members brought their recommendations to the teachers assisting the Student Council and the Principal. A consensus was reached and the following changes were adopted in previous years:

- Nail polish may be worn but no false nails are allowed;
- Trousers may be worn all year round;
- "Doc Martin" boots can form part of the uniform providing they are black;
- Pupils may bring books to the yard to read;
- A homework tracker may be used to record names of pupils who regularly forget homework;

- Homework passes may be given to pupils as a reward.

The following changes were adopted in the school year 2021/2022.

- Navy, knee length, tracksuit material shorts may be worn in warmer months instead of tracksuit bottoms on designated PE days.
- **DOGS:** For Health and Safety reasons the Board of Management requests that dogs are **NOT** brought onto the school grounds at any time with the exception of guide dogs/service dogs where appropriate.

Classroom Behaviours

At the beginning of each school year each classroom teacher devises a set of “Classroom Rules”. The characteristics of these rules include:

- The rules are clearly spelled out and explained
- The rules are written in age appropriate language
- The rules are displayed in a prominent place in the classroom
- There should be between 5 and 7 rules only, fewer for junior classes
- The rules are stated in positive behavioural terms
- The rules are enforceable
- Pupils are involved in drawing up the class rules
- The rules are referred to frequently.

A class agreement or class rules tells pupils how to behave. Good behaviour is rewarded and this helps motivate pupils to adhere to the class rules.

Strategies for rewarding good behaviour

Rewards can be individual, group and/or for the whole class

- A quiet word, smile or gesture, (e.g. wink, thumbs up), to show approval
- Giving a pupil positive attention
- A comment in a pupil’s exercise book or pupil’s journal
- A visit to another member of staff for commendation
- A visit to the Principal for commendation
- A word of praise in front of a group or class
- A sticker or merit award on uniform or on work
- Delegating some special responsibility or privilege e.g. First in the line, helping teacher, being a “Green Girl”
- A mention to parent, written or verbal communication
- A night off homework - homework pass.
- “Star of the Week”
- “Girl of the Month” - Award certificate to best behaved girl of the month awarded at monthly assembly
- Record of good behaviour kept by Principal.

Approaches to encouraging good behaviour:

- Use of proximity praise
- Tactically ignoring low-level non-disruptive attention-seeking behaviours, if appropriate
- Use of non-verbal signals, e.g. looking intensely at pupil, wagging finger, putting finger to lips etc.
- Distracting pupils
- Re-directing a pupil, stating clearly the desired behaviour
- Reminding pupil of a class/school/yard rule/of pupil charter
- Giving warning of consequences to particular chosen behaviours
- Giving pupil a reasonable time to comply.

Pupils need to learn that there are consequences for behaviour and setting limits effectively benefits them in the long term. Setting limits help pupils to take responsibility for their behaviour. Unacceptable behaviour can lead to sanctions. There is an agreed hierarchy of consequences and sanctions.

Sanctions for unacceptable behaviour - Cumulative

- Reasoning with pupils
- Reprimand (including advice on how to improve)
- Prescribing extra work
- Communication with Parents
- Temporary separation from peers
- Loss of privileges.
- Referral to Principal
- Noting nature of behaviours in record book
- Note to parents from Principal
- Detention during school breaks
- Interview with parents
- Signing a “Good Behaviour” contract - See Appendix 3
- Written apology if appropriate
- Informing Board of Management
- Letter to parents from Board of Management
- Suspension (in accordance with Rule 130 of the Rules for National Schools as amended by circular 7/88).
- Expulsion (in accordance with Rule 130 of the Rules for National Schools as amended by circular 7/88).

Individual Behaviour Plans

There may be pupils for whom, from time to time, the whole-school approach to discipline will not be effective, pupils who have persistent frequent specific behaviours. Such pupils follow an Individual Behaviour Plan that is agreed with the

pupil, parent, teacher and the Special Needs Assistant where appropriate. This usually entails on-going reinforcement with tasks broken down into small, achievable targets. A Reward Chart is devised based on tokens appropriate to the pupil's age.

Unacceptable Behaviour

Three levels of misbehaviour are recognised: Minor, Serious and Gross. All everyday instances of a minor nature are dealt with by the class teacher, or the supervising teacher at break-times. Records are kept at all levels. In cases of repeated serious misbehaviour or single instances of gross misbehaviour parents will be involved at an early stage and invited to meet the teacher and/or the principal to discuss their child's behaviour.

Examples of *minor misbehaviour* include breaking school rules signed up to at the beginning of each school year.

Examples of *serious misbehaviour* include:

- Behaviour that is hurtful (including bullying, harassment, discrimination and victimisation) -see below*
- Repeated and persistent minor misbehaviours
- Behaviour that interferes with teaching and learning
- Threats or physical hurt to another person
- Damage to property
- Theft of other pupils' belongings
- Being deliberately untruthful
- Bringing dangerous equipment or substances to school
- Leaving school/school activities/yard without permission.
- Using foul or offensive language
- Failing to honour the school rules when representing the school at an external school related activity

Examples of *gross misbehaviour* include:

- Assault on a staff member, volunteer or pupil
- Serious theft e.g. expensive equipment, staff belongings
- Serious damage to property, including setting off fire alarm or setting fire to school property
- Serious, persistent and /or malicious bullying
- Possession of drugs, alcohol, cigarettes
- Spitting on pupils, staff or another person's belongings

*Bullying is repeated, deliberate aggression - physical, verbal or emotional - conducted by an individual or group against another or others. It may manifest

itself as fighting, threatening (either verbally or by using gestures), name-calling, deliberately excluding or ignoring.

- PHYSICAL: includes pushing, shoving, punching, kicking, poking, tripping, etc.
- VERBAL: name calling which hurts, insults or humiliates.
- EMOTIONAL: threats or persistent hurtful remarks regarding sensitive areas e.g. appearance, dress, progress, colour, culture and disability. Isolating or shunning a child. Threats to extort money or possessions. “Cyber/text” bullying.

The school takes particular care to intervene early in responding to the needs, fears or anxieties of individual pupils who complain of bullying incidents in a sensitive manner.

Issues in relation to Bullying are explored continually during SPHE lessons and using Circle Time, Drama etc.

Isolated incidents of aggressive behaviour, while not to be condoned, cannot be described as bullying.

Incidents of bullying will be dealt with in the same manner as breaches of discipline - already outlined in our Code of Behaviour.

For further information please see our [Anti-Bullying procedures](#).

Suspension and Expulsion

The Board of Management of St. Brigid’s has the authority to suspend a pupil. This authority has been delegated to the Principal of the school.

Before serious sanctions such as suspension or expulsion are used, the normal channels of communication between school and parents will be utilised. Communication with parents may be verbal or by letter depending on the circumstances.

Suspension:

For gross misbehaviour or repeated instances of serious misbehaviour suspension may be considered. Parents concerned will be invited to come to the school to discuss their child’s case. Aggressive, threatening or violent behaviour towards a teacher or pupil will be regarded as serious or gross misbehaviour.

Where there are repeated instances of serious misbehaviour, the Chairperson of the Board of Management will be informed and the parents will be requested in writing to attend at the school to meet the Principal. If the parents do not give an undertaking that the pupil will behave in an acceptable manner in the future the pupil may be suspended for a period. Prior to suspension, where possible, the Principal may review the case in consultation with teachers and other members of the school community involved, with due regard to records of

previous misbehaviours, their pattern and context, sanctions and other interventions used and their outcomes and any relevant medical information. Suspension will be in accordance with the NEWB guidelines and the Education Welfare Act 2000.

In the case of gross misbehaviour, where it is necessary to ensure that order and discipline are maintained and to secure the safety of the pupils, the Board may authorise the Principal to sanction an immediate suspension for a period not exceeding three school days, pending a discussion of the matter with the parents.

Expulsion:

The Board of Management of St. Brigid's GNS has the authority to expel a pupil.

Expulsion may be considered in extreme cases of unacceptable behaviour, in accordance with the NEWB guidelines and the Education Welfare Act 2000. Before expelling a pupil, the Board shall notify the Education Welfare Officer in writing in accordance with Section 24 of the Education Welfare Act. The following procedures apply:

- A detailed investigation is carried out under the direction of the Principal
- A recommendation is made to the Board of Management by the Principal
- Consideration is given by the Board to the Principal's recommendations; Consideration is also given to the holding of a hearing
- The Board gives its deliberations and reasons for its actions following the hearing
- Consultations are arranged by the Educational Welfare Officer
- Confirmation is given of the decision to expel.

Removal of Suspension (Reinstatement)

Following or during a period of suspension, the parent/s may apply to have the pupil reinstated to the school. The parent/s must give a satisfactory undertaking that a suspended pupil will behave in accordance with the school code of behaviour and the Principal must be satisfied that the pupil's reinstatement will not constitute a risk to the pupil's own safety or that of the other pupils or staff. The Principal will facilitate the preparation of an Individual Behaviour Plan for the pupil if required and will re-admit the pupil formally to the class.

Children with Special Needs

All children are required to comply with the code of behaviour. However the school recognises that children with special needs may require assistance in

understanding certain rules. Specialised behaviour plans may be put in place in consultation with parents and the class teacher, learning support/ resource teacher, and or principal. Cognitive development will be taken into account at all times. Professional advice and recommendations from psychological assessments will be invaluable in these instances.

The children in the class or school may be taught strategies to assist a pupil with special needs adhere to the rules and thus provide peer support. This will be done in a supportive and safe way, acknowledging and respecting the difference in all individuals.

Communicating with Parents

Communicating with parents is central to maintaining a positive approach to dealing with children. Parents and teachers should develop a joint strategy to address specific difficulties, in addition to sharing a broader philosophy which can be implemented at home and in school.

A high level of co-operation and open communication is seen as an important factor encouraging positive behaviour in the school. Structures and channels designed to maintain a high level of communication among staff and between staff, pupils and parents have been established and are being reviewed regularly.

Parents are encouraged to talk in confidence to teachers about any significant developments in a child's life (in the past or present), which may affect the child's behaviour.

Communication with parents include:

- Informal meetings.
- Formal meetings.
- Regular, accurate and meaningful reporting.
- Newsletter.
- Use of homework journal.
- Parent/Teacher Meeting
- Updating school website

Rights and Responsibilities of Staff

Staff Members' Rights:

For the school to function in a manner that enhances learning and a caring environment, all staff members are entitled to:

- Be treated with respect.
- Work in a safe, well maintained physical environment.
- Work in an environment relatively free from disruption.
- Be entitled to a fair and just process when complaints or concerns arise
- Be in an environment that encourages professional development.
- Be listened to and to participate in the decision making that affects their own work and that of the school in general.
- To be provided with the necessary resources as agreed by the staff in consultation with the Board of Management.

Responsibilities of Staff Members

Teachers are obliged:

- To draw up a set of class rules at the beginning of the school year which support this Code of Behaviour.
- To recognize and affirm good behavior.
- To recognise and provide for individual abilities and individual differences among pupils.
- To create a safe working environment for their pupils.
- To prepare appropriate learning activities for all pupils.
- To keep opportunities for disruptive behaviour to a minimum.
- To be diligent and alert while supervising on yard.
- To remind all pupils periodically of their duties and responsibilities in having a safe and friendly environment for everyone.
- To deal appropriately with misbehaviour.
- To keep a record of instances of serious misbehaviour or repeated instances of misbehaviour.
- To inform the Principal of misbehaviours
- To provide support for colleagues and adopt shared responsibility for behaviour.
- To communicate with parents when necessary and to set out reports

and procedures on matters of mutual concern.

- To support families in seeking the appropriate services to cater for the psychological, emotional and physical needs of pupils

Other responsibilities of teachers and special needs assistants in relation to the supervision of pupils are set out in St. Brigid's School Policies for supervision of break-times and in the school's policy in relation to the assembly and dismissal of pupils.

Such policies acknowledge the need for staff punctuality as well as the need to escort pupils to and from classrooms at break times, PE times, and at the beginning and end of the school day.

Rights and Responsibilities of Parents and Guardians

Parents have the right to:

- Information relating to all school policies. (*Induction Meeting / Parents' Association AGM / School booklet/ website*).
- Be part of the review process in the formation of the school's Code of Behaviour.
- Be treated with respect.
- Have a right to fairness and consistency in the manner in which their child is treated.
- Be contacted at an early stage to discuss difficulties or problems.
- Make a complaint - in line with the school's Complaint's Procedure
- To appeal a decision, except in exceptional circumstances as outlined in this document, to the Board of Management.

Responsibilities of Parents and Guardians

- All parents and guardians of pupils in St. Brigid's should be familiar and support the implementation of the agreed Code of Behaviour. This involves co-operating with teachers in instances where their child is causing difficulties for herself and/or for others.
- Parents should sign notes sent home in relation to misbehavior of their daughter.
- Parents must be aware that all pupils in their child's class have the

right to an education that is not hindered by their child.

- Parents must communicate (and where necessary attend at a meeting at an agreed time when requested) with the school in relation to any problems that may affect their child's progress or affect the progress of others.
- Parents must make any complaint in line with the agreed Complaint's Procedure; they should accept that anonymous complaints will not be dealt with; they should accept that only complaints made according to the school procedures will be considered.
- Parents should not attempt to resolve disputes themselves between pupils on school premises but inform the school authorities of any concerns.

Reference to other Policies

The following school policies have a bearing on the code of behaviour e.g.

- SPHE plan
- Weaving Well Being
- Anti-bullying
- Enrolment
- Health & Safety
- Inclusion
- Special Educational Needs
- Attendance Strategy
- Yard Duty/ Supervision

Success Criteria

The following are some practical indicators of the success of the policy

- Observation of positive behaviour in class rooms, playground and school environment and when representing school at outside activities
- Practices and procedures listed in this policy being consistently implemented by teachers and parents.
- Positive feedback from teachers, parents and pupils
- Positive school environment obvious to school visitors

Roles and Responsibility

The following have particular responsibilities for aspects of the policy.

- The Board of Management monitors and implementation of the policy. It responds to feedback from Principal and staff

- Teachers, parents, staff, and pupils of St. Brigid’s GNS have responsibility for the implementation of this policy
- The Principal of St. Brigid’s GNS will coordinate and monitor the implementation of this policy. She will ensure it is reviewed and updated.

Implementation

This update of our school’s existing school discipline policy will be implemented as soon as it is ratified by the Board of Management.

Review

This policy will be reviewed within two years of ratification or sooner if need arises.

Approved by the Board of Management on the 12th January 2022.

Appendix 1.

Saint Brigid’s Charter of Good Behaviour.

- ✓ I have the **right** to learn in a happy, peaceful school.
- ✓ It is my **responsibility** to ensure I do not disrupt others.
- ✓ I have the **right** to ask questions and participate in my learning activities.
- ✓ It is my **responsibility** to listen to my teachers and classmates.
- ✓ I have the **right** to keep my own belongings in good order.
- ✓ It is my **responsibility** to respect school property and my classmates' belongings.
- ✓ I have the **right** to begin my day on time and learn as much as I can.
- ✓ It is my **responsibility** to be punctual and not waste my time, teacher's time or my classmates' time.
- ✓ I have the **right** to be a full member of our school, treated with consideration and respect at all times.
- ✓ It is my **responsibility** to ensure everyone is respected and no one has to endure bullying, ridicule, or injury at any time.

Signed: _____, Pupil. Date: _____

Signed: _____, Parent. Date: _____

Appendix 2

Our Behaviour Guidelines:

School rules are devised with regard for the health, safety and welfare of all members of the school community.

- (1) **RESPECT AND COURTESY - SCHOOL PROPERTY:** - All pupils are expected to treat staff, their fellow pupils and visitors with respect and courtesy at all times. The use of foul language and any form of bullying are unacceptable. Pupils must respect all school property, and keep the school environment clean and litter free. Posting graffiti is absolutely forbidden. No writing on or defacing school property allowed. Chewing gum destroys our schoolyard and is not allowed. St. Brigid's is a Smoking Free zone.

- (2) **PUNCTUALITY:** - School times altered for 2021/2022 to enable Covid 19 safety measures. Please see www.stbrigidspalmerstown.com school reopening logistics plan for full details. The official opening time is 8.50 a.m. and children should assemble in the schoolyard in their class groups. Parents are asked to allow their children "enter" and "exit" the building on their own. Classes for Infants end at 1.30 p.m. Classes for the other pupils end at 2.30 p.m. No responsibility is accepted for the pupils outside of these times. If a pupil needs to leave the school before the appropriate time for any reason, advance notice from the parents must be given to the school via email, phone call or through Aladdin. Pupils must be collected by a parent or a responsible adult nominated by the parent, who must "sign out" before leaving. **No child is allowed to return to the school premises after 2.30p.m. for any reason.**

- (3) **PERSONAL PROPERTY:** - Children should have their names on their coats and other personal property, such as schoolbooks, copies etc. The school cannot take responsibility for items lost or stolen on the premises.

- (4) **UNIFORM:** School uniform consists of: -
Light-blue long sleeved Blouse (Polo shirt in May and June **Not September**)
Grey Skirt/Pinafore.
Standard school grey straight legged trousers (No other colour or type of trouser will be acceptable and this rule will be strictly enforced)
Black Tights/White knee
Royal-blue Cardigan or Jumper
School Tie.
Flat black shoes or flat black boots.
Runners with adequate support on PE days only. Laces must be tied.
Navy, knee length, tracksuit material shorts may be worn in warmer months instead of tracksuit bottoms, on designated PE days only.

Full Uniform must be worn, tracksuit on PE days only. **Plain Navy tracksuit with school crest only allowed(no zips, brand logos or hoods with/without cords). Crests available at office.**

Loop type/long style earrings are not allowed. Rings are not allowed. Watches and one pair of stud earrings only permitted .

Body painting, transfers and body piercing (other than one stud in an ear) are not permitted.

Makeup of any description is not permitted including false eyelashes, false nails, fake tan etc. This list is not exhaustive.

NO MOBILE PHONES, under any circumstances

- (5) **BEHAVIOUR IN CLASS:** - Pupils should have all their books and complete written work and homework. Pupils should respect their teacher and fellow pupils and themselves. Pupils are

taught to respect their own property and not to take that of others without permission. They should respect the right of other pupils to learn.

- (6) **LUNCH:** - St. Brigid's G.N.S. operates A Healthy Eating Policy. Every effort should be made to ensure that children have a wholesome lunch. Friday will be treat day. On Friday children may bring **one fun size** chocolate bar, **one** small cereal bar or a small bag of jellies. Popcorn, chewing gum, fizzy drinks, energy drinks, crisps, mints, lollipops are not allowed Children should not share food or lunches in case class mates have food allergies.
- (7) **BEHAVIOUR OUT OF CLASS:** - Walking **ONLY** allowed on corridors one pupil behind the other - pupils stand back to allow an adult or teacher pass. Any instructions or directions given by the supervising or Substitute Teacher are to be complied with. Rough behaviour is not acceptable whether inside or outside school In the interest of general good behaviour in the school any adult staff member may correct any child from any class. Pupils remain the responsibility of their parents until 8.50 a.m. and after 2.30 p.m.
- (8) **HOMEWORK:** - It is the policy of the school to assign homework on a regular basis. Homework is rarely assigned at weekends. If homework is not done or if a pupil is absent a note of explanation should be given. Parents should check pupils' homework daily.
- (9) **YARD:** - Pupils are expected to behave in a mannerly fashion. They should not behave in any way, which endangers themselves or others. Chasing, fighting, spitting or pushing are not allowed. Safe running" on yard is permitted. This means that the children will be allowed to run in a safe way but if a child is running in an unsafe or in a way that poses a risk of harm to themselves, other children or the staff members on the yard they will be asked to stop running for the remainder of the break. No child is allowed to stay in at the "breaks", except in exceptional circumstances and unless they have written permission from their parents. No pupil may leave the yard without the teachers' permission. Children who wear glasses may not do so on the yard, unless parents have given written consent. Children may not bring toys, pencils etc. on to the yard but they may bring books.
- (10) **DOGS:** For Health and Safety reasons the Board of Management requests that dogs are **NOT** brought onto the school grounds at any time with the exception of guide dogs/service dogs where appropriate.
- (11) **ABSENCES:** *-Every absence of a child must be accounted for. Please inform the school if your child is absent. Please notify the school if your daughter has an infectious disease or head lice. Each child must supply a home phone number, mobile phone number and two alternative contact numbers, so parents can be contacted in the case of illness or emergency on their Personal Profile.*
- (12) **BIRTHDAY PARTY invitations** may not be distributed during school hours.

I HAVE READ THE ABOVE RULES AND AGREE WITH THEIR AIMS AND CONTENT

SIGNED: _____ Parent/Guardian

Date: _____

Appendix 3

Contract of Improved Behaviour -Senior Pupils.

What student will do:

Signature of Student:_____

What teacher will do:

Signature of Teacher:_____

What parent will do:

Signature of Parent:_____

Signature Of Principal:_____

Date:_____