

Beech Hill College Code of Behaviour: Promoting Positive Behaviour



Beech Hill College Code of behaviour should be read in conjunction with the College Suspension and Expulsion Policy and Procedures which is available on www.bhc.ie, our school app or from the school office.

Promoting Positive Behaviour of Beech Hill College is based on one major Principle.

- **Respect for oneself and respect for others.**

The code of behaviour aims to promote the personal and social development of students and to ensure that teachers and students can work together in an environment, which is safe, orderly pleasant and productive.

Our focus in Beech Hill College is to promote positive behaviour in one or more of the following ways.

1. Positive written comments in Journal
2. Verbal praise from teacher or tutor
3. Affirmation of self-esteem.
4. Complimenting good behaviour, initiative and courtesy.
5. Acknowledging progress in class work and homework, not just achievement.
6. Rewarding students for improved effort or improved behaviour, using points system on "VsWare"

School Rules:

- **Students are expected to be honest and well-mannered in their dealings with Staff and each other.**
This ensures that a very healthy rapport exists between students and teachers.
- **Students are expected to work hard in class, make a sincere effort to do homework and contribute positively to the life of the school.**
In doing this students achieve their full potential, help to create a stimulating learning environment and ensure the development of a fully rounded citizen.
- **Students should come to school every day, arrive on time for Tutorial/Assembly and attend all classes.**
Attendance at Tutorial/Assembly is essential for school communication and shows respect for Teachers and fellow students.
If late for registration students must sign the "late Register" in main office, complete a late slip and take it to their Year Head.
- **Students are not permitted to leave the school grounds in the morning before school commences, unless a note from a parent / guardian is presented to the teacher on duty.**

We want to keep all of our students safe at all times during the school day and to encourage healthy eating in our school community.

- **Students may not be absent from class without prior written permission of class teacher, and absences from school must be accounted for on the day of return by completing an "Absence note in the Journal "In exceptional circumstances students may leave school during the day, if a parental/guardian note is provided. In this case students need to sign out and be collected from the school.**

Good attendance and punctuality helps everyone to do well and missed time is hard to make up.

- **It is compulsory to wear the Beech Hill College School uniform. It is also compulsory to wear the PE uniform on days that the student has PE.** The school uniform is unique to our school, it should be worn with pride and respect with no alterations. A high standard of hygiene and tidiness is essential. (Reference: Beech Hill College Uniform policy).
- **1st, 2nd and 3rd year students are not allowed to go down town at Lunch-Time.** Lunch break is short and this gives students time to relax and socialise with other students while using our wonderful Canteen facilities or engage in extra-curricular activities in the school.
- **All students are required to keep the college and its surrounds litter free.** This ensures we have a clean environment to work and study in, and we take care of the facilities we have the privilege to use.
- **Students are not allowed to eat in class, unless there is a medical reason for doing so.** This is for health and safety reasons. Beech Hill College operates a Healthy eating policy.
- **The possession and/or use of prohibited substances including alcohol, tobacco and un-prescribed or illegal drugs is strictly forbidden on campus, while on any school activity off campus or abroad.** This is a Health and Safety issue and complies with the law of the State. If anyone is found in possession of an illegal substance, parents/guardians and The Gardaí may be notified if necessary.
- **Use of Mobile Phones**
 1. All Mobile phones should be **switched off at the start of** registration in the morning.
 2. They are to remain switched off for the remainder of the day.
 3. Mobile phones are **NOT** to be used during morning break and lunch-time.
 4. Mobile phones **should not** be used in corridors between classes.
 5. **Mobile phones and electronic devices may only be used** in class by students under direct supervision by Teachers and for Educational purposes only.
 6. If a parent needs to communicate a message to their son/daughter during the school day, they are asked to phone the school office or the HSCL Co-ordinator and **not call** or text their son/daughter during the day.
 7. **The use of Photographic equipment and "Snapchat", "instagram" or any other social media app on the school grounds or on school trips is strictly forbidden.**

This is to enhance the teaching and Learning in our school. It eliminates the distraction that phones can cause, reduces cyber bullying and is in keeping with Child protection and Data protection policies. We also believe it will encourage better social interaction and the friendship building Capacity of our Students. This will help to develop a resilient citizen with good critical thinking and interpersonal skills.

Classroom Rules

• Respect for teachers and Students

This means:

- I will talk and communicate calmly with respect and manners to all teachers and students
- I will treat teachers and fellow students with respect
- I will follow instructions



Because:

- this will provide a happy and safe environment for learning
- we can all learn together without distractions
- following instructions will keep me safe in school

• Be on time for each class

This means:

- I line up outside classroom quietly and on time
- I enter and sit in assigned place with teacher's permission
- I move quickly between classes
- I put in a late slip if I am late



Because

- if I am late I disrupt the teacher and other students
- this allows class to start promptly
- being on time is a good quality to have
- it is the Law to record my attendance and the school needs to know I am in

• Materials out

This means:

- Place on desk appropriate class materials, homework and journal immediately



Because

- it makes it easy to participate when I'm organised.
- it shows that I'm prepared and willing to learn.

• Listen to instructions

This means:

- I sit and listen to instruction
- I take out my class materials
- I remove my coat/jacket in class and put my bag under the table



Because

- listening keeps me safe in school
- listening helps me to learn
- I will be able to participate in class

• Hands up and wait

This means:

- I always raise my hand and wait quietly for permission to speak
- I let others learn without distraction
- I use 'One voice, Hands up & Listen'



Because

- everyone has a right to learn
- It makes it easier to understand instructions
- it makes it easy to participate in class

• Do classwork well

This means:

- I always raise my hand and wait quietly for permission to speak
- I let others learn without distraction
- My work is completed on time and to a high standard



Because

- it shows I respect others in class
- shows I'm engaged in learning
- we all have a right to learn
- it shows I take pride in my work

• Use my Journal properly

This means:

- I keep my journal neat and record my classwork and homework in it
- I get it signed each week at home
- I put the journal on the desk and
- I give it to a teacher when asked



Because

- it helps me to remember my homework
- it aids my revision
- parents/guardians can see how well I am doing in school
- rooting in my bag for it can be distracting

Rewards and Sanctions

Beech Hill College Code of behaviour: Promoting positive behaviour aims to acknowledge commitment to study, good behaviour and personal achievement, academic and otherwise in the following manner.

- Verbal and written praise and encouragement in class.
- Record positive behaviour on “VSware” (all students have a base score of 100)
- Acknowledgement of achievement at morning assembly.
- Recognition of achievement at whole school assembly.
- Acknowledgement of participation in Special interest weeks, such as Science or Maths week.
- Student of the Month Award.
- Junior Cycle achievement awards.
- Leaving Certificate Special recognition awards at the end of the school year, plus award for best students in Leaving Certificate based on points achieved.
- Appointment as a School Prefect.
- Attendance awards.
- Sports achievement awards.
- Note of merit in journal
- Gaeltacht and “stagewise” scholarships.
- Fáinne Awards

Sanctions: If students do not comply with our Beech Hill College Code of behaviour the following sanctions may be imposed.

Sanctions that may be imposed by the Class Teacher

- A Verbal warning
- Record poor behaviour on “VsWare” where each student starts with a base point score of 100
- Assign extra work relevant to the specific subject
- Confiscate offending item such as a phone, which will only be returned to parent/guardian.
- Report matter to the Year Head using a Referral sheet.

Interventions that may be imposed by the Tutor: The tutor has a pastoral role and is not a disciplinarian, but he/she can discuss the matter with the student and if necessary report the matter to the Year Head.

Sanctions that may be imposed by the Year Head:

- Issue a verbal warning
- Assign a period of detention during lunch break.
- Assign litter duty.
- Issue a discipline report sheet for a specific period of time, which must be signed by each class teacher and by parent/guardian.

- Refuse a senior student permission to leave school.
- Recommend that students may be excluded from school trips matches and outings – The final decision to be made by the Principal.
- Contact parents/guardians by phone or in writing.
- Request a meeting of parents/guardians in the school.
- Make referral to HSCL Co-ordinator.
- Report the matter to the Deputy Principal /Principal depending on the seriousness of the offence.
- Recommend a period of suspension. The final decision on suspension is to be made by the Principal.

Sanctions that may be imposed by Principal (or Deputy Principal in the absence of the Principal)

- The Principal has the authority to suspend a student or to recommend expulsion to the BOM for serious or persistent breaches of the Beech Hill College code of behaviour as per the Suspension and Expulsion Policy sections 3.2, 5.2 and 10.5
- Assign Detention on a Wednesday afternoon (supervised by the Principal)
- Insist that a student who causes wilful damage to school property, teacher's property or other student's property, pay the cost of repair or replacement.
- Impose In-school suspension which may involve students being excluded from some or all of their classes or directed to work on a different timetable.

The aims of our Beech Hill College code of behaviour is to enable teachers to teach and students to learn in a structured, orderly non-threatening environment.

I have read the Beech Hill College Code of behaviour and college regulations. I fully understand them and agree to obey them at all times.

Signed: _____ (Student)

Signed: _____ (Parent/guardian)

Signed: _____ (Parent/guardian)

Date: _____

This policy was approved by the Board of Management of Beech Hill College on 27th September 2021

SIGNED: Aidan Campbell

Cllr. Aidan Campbell

Chairperson

Date: 27th September 2021

SIGNED: Patrick McArdle

Mr. Patrick McArdle

Principal/Secretary to B.O.M

Date: 27th September 2021