



Code of Behaviour

Introduction:

North Presentation Secondary School is a Voluntary Catholic Secondary School for girls only, operating under the Trusteeship of CEIST (Catholic Education an Irish Schools Trust).

CEIST Values:

- *We believe knowledge of and a personal relationship with Jesus Christ give meaning and purpose to our lives.*
- *We are committed to excellence and to continually improving the quality of teaching and learning*
- *We respect the unique and intrinsic value of every person.*
- *Our schools are faith communities of welcome and hospitality where Gospel values are lived and where there is special care for those most in need.*
- *We seek to act justly and responsibly in all our relationships*

Nano Nagle:

Our Presentation Foundress, Nano Nagle was a woman of faith, hope, and heroic virtue whose vision and work transformed the lives of very many. North Presentation Secondary School is part of the Presentation educational legacy that dates back to 1775 and which now stretches across the globe.

School Mission Statement:

Management, Staff, Parents and Pupils of North Presentation Secondary School work in partnership to provide a caring environment in which: -

- Catholic-Christian values are fostered and maintained
- Each pupil can develop all her abilities and creative gifts

- Each student can achieve her full academic potential
- Self esteem and respect for the dignity of the individual are promoted
- Efforts to maintain and develop links with the wider community are actively encouraged

Our Goals:

- To create a safe learning environment for all students where all aspire to the highest academic standards
- To promote good behaviour and self-discipline
- To create and maintain a safe and productive environment for all members of staff and students at North Presentation
- To create pride in North Presentation Secondary School and the community of Farranree
- To promote a caring environment within which high standards of co-operation, behaviour and discipline are fostered and maintained
- To outline fair and agreed sanctions that will be used in response to misbehaviour.
- To outline the interventions to be used when a student repeatedly misbehaves
- To comply with legislation ensuring that North Presentation Secondary School is a safe environment, free from discrimination, inequality, harassment, or any form of negative bullying or inappropriate behaviour that makes others uncomfortable/unsafe

Roles & Responsibilities In Supporting Learning, Teaching & Good Behaviour:

Role Of Students:

- All members of the North Presentation Secondary School community are expected to treat one another with respect, good manners, and courtesy.
- This means that all members of the community speak in a courteous and calm manner.
- Curse word/s whether directed at a teacher, student or any member of school staff or visitors, intimidating language, including body language are all unacceptable. Use of bad, inappropriate, or intimidating language towards any member of the school community may result in suspension.
- Wear the correct uniform to school. The school tracksuit is for P.E. and sporting events only.
- Be on time and be prepared for class. You are expected to be in school by 08:45am at the latest. A healthy breakfast is provided at no cost to those who wish to use the canteen facilities, which are open for all at 08:30am.
- All absences/lateness from school or class must be explained. Notes should be written in your journal by a parent/guardian who may be contacted to verify the note. Absences and lateness will be recorded on VS ware

- Be kind. Do not engage in any form of bullying/cyberbullying or discrimination. Events of bullying/Cyberbullying/discrimination will be recorded. Incidents which are not resolved to the satisfaction of the person/s being bullied, are reported to the Board of Management.
- Take care of your belongings and of school property.
- Become involved in school activities
- Read, understand and abide by school rules
- Develop self-motivation and engage with your work
- Work co-operatively with other students and learn from each other
- Do your best to learn from your mistakes
- Enjoy being challenged to do your best
- Manage your own distractions and take responsibility for your learning
- Contribute positively in class
- Reflect on your work to make improvements
- Understand your role in creating a positive learning environment
- Come to class in good time with all books and/or equipment required
- Always have your journal with you
- Enter and leave classrooms in an orderly manner.
- Complete homework assignments within the time specified by the teacher.
- Comply with teachers' instructions.

Specific Behaviour:

- Smoking, including the use of electronic cigarettes, in school is illegal and is subject to suspension. Smoking is not permitted in any government building or on its grounds.
- The use of certain items in school is forbidden e.g. Tippex, aerosols and chewing gum. This list is not exhaustive and subject to change.
- Eating in class is only allowed if specified by the teacher. Water is permitted in class.
- Students are expected to maintain a tidy and clean classroom. At the end of the school day, students should quietly place their chairs on their desks. Windows in all classrooms should be closed
- Possession or consumption or distribution of alcohol and/or any illegal substances, are prohibited and will result in the strictest application of the Code of Behaviour. In the event of the use of /distribution of illegal substances, the Gardai will be contacted. Referral to the Board of Management with a recommendation for expulsion will be considered.
- The Parent/Guardian of the student who caused damage must pay for any vandalism of school property. Vandalism will not be tolerated and may be referred to the Board of Management
- Students represent the school, and this shall be considered when students travel to and from school. Any scenario that harms the reputation of the school while students are representing the school outside of school grounds, whether on trips, at games or travelling to and from school, shall be dealt with according to the

Code Of Behaviour.

Supporting Health & Well-Being:

- If you have a problem, speak to a teacher who can advise you.
- The school has a Healthy Eating Policy, which must be adhered to. Foods that are high in salt and sugar content are not allowed. A healthy eating canteen is provided for students and staff. Students are welcome to bring their own healthy food to school
- The Principal, Deputy, Year Heads, Co-ordinator, Class Teachers, Subject Teachers, Guidance Counsellor, SEN Co-ordinator, HSCL are available for support and advice.

The School Journal:

- School journal is for school use
- Must be in the student's possession and must always be available for inspection
- Should contain a record of all homework, reminders etc.
- Should contain the student's timetable and a study plan
- Provides motivation for students when doing homework/assignments to tick off tasks when done
- Is used for correspondence between home and school
- Teachers use for positive and encouraging comments
- Acts as a record of all absences, illnesses, notes re behaviour and performance in class, failure to wear full uniform etc
- May be useful for discussion at Parent / Teacher meetings
- A page/pages must never be removed from a journal
- No graffiti, colouring, highlighting, or Tippex is permitted on the journal. If a student defaces or permits others to deface her journal, she will have the journal confiscated and a new one must be purchased from the school.
- Parents are encouraged to check journals on a weekly basis.
- At the end of the year, the Year Head will retain the journals of students whose behaviour has been troublesome.
- Any student who loses her journal must pay for a replacement journal.

Appointments/Illness In School:

If a pupil is sick, she must go to the Year Head to seek written permission to ring home. This written permission must be shown to the front office. The note should be written into the notes section of the student's journal. A mobile phone is available at the front office to call home. A pupil who wishes to see her Year Head must have written permission from a subject teacher in their student journal

Study:

- Good study practice is essential for success in school or at third level

- Good study habits help you make progress in school
- The following points may prove helpful
- Students are expected to record homework in their journal at the end of each class
- Homework is not only written work, it also entails reading, note taking and general study
- Study is essential even if the subject teacher has not prescribed homework
- Homework should be completed to the best of one's ability.
- Have a set time and place for study.
- Recommended minimum of two hours study at Junior Level and three hours study at Senior level each night
- Constant revision is an important part of homework
- Catch up on time missed from school to avoid impact on exam performance
- Supervised evening study is provided for those who wish to avail of it
- If students are out of class for school activities, they must do the homework

Rewards & Opportunities For Leadership:

As part of our ethos and commitment to positive behaviour management, the following reward systems have been agreed:

- Positive recognition of good behaviour by subject teachers/class teachers/Year Heads/Co-Ordinator/Deputy/Principal and verbal praise to students
- "Good notes" to parents/guardians in Student Journal
- Special Award to reflect the Presentation Ethos
- Student of the Year
- Subject Awards
- Sports Awards
- School Spirit
- Recognition Of Excellent Attendance
- Occasional treats and/or privileges
- Occasional announcements at Assemblies etc.

Student Leaders:

- Students may have opportunities to take on specific roles in the classroom in group work/pair work/co-operative learning
- Transition Year students develop leadership through increased responsibilities, taking on new activities, community involvement and work experience and placements
- Meitheal/Mentors
- Student Council
- Deputy
- Head Girl

School Uniform:

The full school uniform must always be worn in school.

- The PE uniform is to be worn only on the day that PE is scheduled
- Student / arriving in school without full uniform must have an explanation from Parent/Guardian in her journal and present this to the Class Teacher and/or Year Head. Students who present for school and are missing an item of the uniform may be provided with a replacement by a Year Head, Deputy Principal or Principal.
- Other than on PE days Runners and track suits may not be worn in class except in exceptional circumstances and with the permission of the Principal / Deputy. Principal, who will also make a note of this permission in Student Journal

Acrylic Nails:

Acrylic nails are not allowed in school for health, safety and hygiene reasons

- Acrylic nails are highly impractical for all subjects but particularly in practical subjects such as Art, Home Economics, PE.
- Students are penalized during practical state exams for the wearing of such nails.
- Acrylic nails make writing difficult and they make iPads and other touch screen technology difficult to use, reducing learning and teaching

Jewellery:

- Students are directed not to bring expensive, favourite or elaborate jewellery to school. The Board of Management does not cover the loss of such property.
- Jewellery is limited to one small pair of earrings in the lobe of the ears, one ring and/or one chain is all that will be acceptable. Excessive jewellery will be confiscated.
- The wearing of all facial piercing, including tongue piercing, is forbidden on the grounds health and safety concern.

Attendance and Punctuality:

- School begins at 08:45am and finishes at 03:55pm. Students should be in school at 08:45am.
- Arriving after 8.45 is late and will result in a reprimand.
- Repeated lateness will result in detention and/or further reprimand. Students are expected to be in class, with the correct equipment, in a timely fashion.
- Any student arriving late to class must have a note from a parent/guardian or teacher that explains reason for the lateness. Similarly, if a student is absent, they must provide a written explanation for the absence on the Journal
- It is the student's responsibility to catch up on work missed through absence
- Subject Teachers must record **all** absences/lateness of students. Persistent lateness/absence and/or patterns of lateness/absence must be notified by subject teachers to parents/guardians, discussed with students and recorded on Vsware

- Where the school is concerned about a student's attendance, or if the absences exceed 20 days in one year, the Education Welfare Officer will be contacted.
- Students should not take holidays during school terms. A note of explanation is required in the journal from a parent/guardian if the student is unavoidably delayed.
- For Health & Safety reasons, no student may leave the school without permission.
- Students leaving early must sign out with the secretary, having secured permission in their Student Journal

Mobile Phones:

- Must be switched off and locked in the student's locker.
- Are strictly forbidden during the school day
- Any teacher may confiscate a mobile phone if used /seen anywhere in the school or on the school grounds without the explicit permission of a teacher.
- Refusal to give the phone to a teacher will be followed up and treated in a serious manner.
- Confiscated phones are given to the principal to be held till end of the day.
- The phone should be fully shut down when handed to a teacher.
- The phone will be handed back at the end of the school day, if the principal is available to do so. If the principal is not available, it will be handed back at the next available time that is not class time.
- When phone/s are confiscated from the same student a second time, a parent will be required to come to the school the following day at 4pm to collect the phone.
- Repeated use of a mobile phone without permission will be treated as a serious breach of the school Code of Behaviour.

Phone Contact To/From Home:

If a student needs to contact home, must do through the front office.

If a parent/guardian needs to contact their daughter, they should contact the front office.

Care Of Personal Belongings And Property:

The school is not responsible for any articles lost or stolen on the premises. It is student/s responsibility to leave valuables at home and to take care of their possessions

N.B. Students who cause damage to school property or to the property of others are liable to pay for replacement of the damaged property and/or will be suspended from school.

Lockers:

Lockers are provided to students by the school. Lockers remain the property of the school.

Bullying/Cyberbullying:

- Bullying is defined as repeated aggression – verbal, written, psychological or physical - conducted by an individual or group against others. Any form of bullying, whether physical or verbal, is unacceptable and will be dealt with.
- It is essential that anyone, pupil, or parent, who is aware that bullying is occurring will make this fact known immediately. Any information received is acted upon with discretion and sensitivity.
- It is recognized that both bullies and their victims have problems which need to be addressed and the co-operation of all parents is vital in dealing with this matter. Any act which endangers the health, safety, and welfare of others in the school will not be tolerated. Bullying is not tolerated in school. Incidents of reported or suspected bullying will be reported to the Board of Management.

Role Of Teachers:

“As a leader of learning, and someone with an established relationship of trust, the teacher will have strong influence with students. The class teacher will deal with routine incidents of misbehaviour through classroom management strategies, thus minimising the need for other interventions.” * (Guidelines for Developing a Code of Behaviour, National Educational Welfare Board, 2008. page 57)

Subject Teachers/Substitute/Supervising Teachers:

- Are responsible for discipline in their own classrooms and while supervising breaks, activities, outings, trips etc
- Display qualities of caring, fairness and commitment to the best interests of students
- Acknowledge the uniqueness of each student and respect her specific educational needs
- Seek to develop positive relationships and a culture of trust with students, colleagues, parents, school management and others in the school community
- Maintain high standards of practice in relation to student learning
- Engage with and reflect on good practice in the area of learning and teaching and behaviour management
- Explain school rules to students in a positive way
- Lead by example and model positive attitude and respect
- Create a positive classroom atmosphere
- Provide opportunities for students to be creative and to work with and for other students
- Vary teaching methodologies to engage students,
- Motivate students to take responsibility for their learning
- Provide challenges for students appropriate to their ability and promote resilience
- Give regular feedback to all students, providing a road-map for their improvement

- Take responsibility for implementing the Code Of Behaviour in a positive, fair and calm manner to ensure a positive outcome

Strategies For Subject Teachers/Substitute/Supervising Teachers:

- Model warm, positive, respectful interactions with students, colleagues, school management and parents/guardians
- Create good communication and build good student/teacher relationships
- Do your best to de-escalate situations where issues arise
- Employ the positive strategies identified earlier to encourage good participation and behaviour
- Notice patterns in good as well as in unacceptable behaviour and encourage improvement and effort
- Communicate with parents/guardians to give context to issues and to make parents/guardians aware of a pattern of poor behaviour or lack of commitment at the earliest possible instance. Parents may be contacted by a note in the school journal or by a phone call.
- Ensure that students place their school journal on their desk at the beginning of each class to ensure ease of access if necessary.
- Keep a record of measures taken, on VSWare for use when referring a student to a class teacher, should that be necessary.
- Record them on Vsware. It is acknowledged, however, that this may not always be possible.
- Communicate in a positive manner, your expectations for the class/student
- Reason with and encourage student
- Outline situation and desired changes

Sanctions and Procedures:

Sanctions are sometimes necessary to ensure that good order is maintained in the school.

Department of Education and Science guidelines state the following may be used to show disapproval of unacceptable behaviour:

1. Reasoning with the pupil.
2. Reprimand (including advice on how to improve).
3. Temporary separation from peers, friends or others.
4. Loss of privileges.
5. Detention during a break or after school hours.
6. Prescribing additional work. cl
7. Referral to Class Teacher/Year Head/Co-ordinator/Deputy Principal and Principal.
8. Communication with Parents.

Continued & Serious Misbehaviour:

- If the subject teacher has used the strategies outlined above and the misbehaviour continues, he/she will refer the student the class teacher via a Referral Form. The Referral Form will contain factual information, dates, times and specific actions undertaken, be dated and signed by the teacher.
- The student will be informed of the referral. The referral form should be completed by the subject teacher and given to the class teacher.
- Where a teacher is supervising a class, for an absent colleague, they employ all of the strategies that a subject teacher would employ in order to deal with inappropriate behaviour. Again where an incident is more serious, it is reported to the class teacher via the Referral Form.

Referral To Class Teachers:

In the spirit of caring which is an important part of our ethos in North Presentation Secondary School, each class is assigned a **Class Teacher**, who is responsible for the pastoral care of students and for promoting and implementing positive behaviour at class level.

The class or subject teacher is the front-line source of help for students. *“A class teacher (tutor) is the teacher who, on behalf of the school community, undertakes the role of caring for a class group with responsibility in the pastoral, academic and behaviour areas.”* (The Tutor’s Companion, Siobhan Foster Ryan and Luke Monahan. Irish Association of Pastoral Care in education)

A Class Teacher will accept a Referral Form from a subject teacher, where;

- The Referral Form gives dates and times, lists the varying strategies tried and the communication with parents/guardians
- The Referral Form is signed and dated by the Subject/Supervising Teacher

Note: Class Teachers may not accept oral referrals, or incomplete Referral Forms

Strategies For Class Teachers:

On referral a class teacher will use a number of strategies to encourage a change of behaviour in the student.

- Outline the situation to the student and use reasoning and encouragement to promote a positive change in behaviour
- Assign extra duties to help maintain the school environment
- Place a note in homework journal to be signed by parents
- Confiscate any banned item e.g. mobile phone

- Record actions taken on Referral Form.
- Check VSWare regularly in order to be proactive and de-escalate potential issues.
- Contact home via phone call to make parents aware of issues
- Contact home by letter if 3 referrals, within a reasonable time frame, have been received for a student
- Send a homework letter if 3 incidents of no homework have been recorded on VSWare, within a reasonable time frame.
- Refer unresolved issues to the Year Head or Deputy Principal as appropriate using Year Head Referral Form. This must be handed to, or emailed to the Year Head, again giving specific dates, times, strategies used, actions taken, communication with parents/guardians. Form should be dated and signed.

Note: Year Heads/Deputy Principal may not accept oral referrals, or incomplete written Referral Forms

Student Care Team:

- The Principal in his/her statutory role of being responsible for the day-to-day management of the school has set up a Care Team, with members drawn from those with specific caring roles in the school.
- The Principal may vary the composition of the team, according to circumstances. The Principal takes into account priorities in learning and teaching, time-tabling and time constraints, availability etc.
- The Care Team plays a supportive role in the care and management of students.
- The team is mindful of confidentiality and GDPR
- The Team takes guidance from the Principal, relevant guidelines from DES, the Continuum Of Support, SESS Guidelines, NEPS, NBSS etc.

Role Of Year Heads:

Year Heads are responsible

For implementing the disciplinary, pastoral and academic policies of the school at year/junior cycle/transition year/ senior cycle level in a fair, equitable and caring manner
 For promoting positive behaviour at that level in conjunction with class teachers
 For proactively modeling and explaining desired behaviour and communication

On receipt of a Referral Form from a Class teacher, the Year Head employs some/all of the following strategies:

Outlines the seriousness of situation to the student

Explains the standard of behaviour/engagement which is expected

Contacts parents by phone to inform them that their child's behaviour or lack of progress is a cause of concern

Requests to meet the parent with or without the student in attendance

May request a written undertaking of good behaviour/learning/co-operation, signed by student/s and parents/guardians.

Issues an appropriate monitoring card/report sheet. The Year Head/Co-ordinator will outline to the parents/guardians the reasons why their child is on a monitoring card and will provide them with an opportunity to contact the school to discuss the situation.

May put a student on lunchtime/breaktime detention

Records all actions taken on the Year Head referral form

Withdrawal of privileges e.g. attendance at class trips/outings/activities

The Year Head will use approved strategies at his/her discretion

Types Of Monitoring Cards:

- Behaviour Card
- Homework Card
- Punctuality Card
- Attendance Card

If the Year Heads/Co-Ordinator has employed all the strategies outlined and the misbehavior/lack of engagement continues, the Year Head/ Co-Ordinator may refer students to the Deputy Principal in writing using the Referral Form, outlining.

- Reasons for referral in factual language,
- Record actions taken/sanctions
- Record communication with students/ parents/guardians
- Sign and date the Referral Form

Role Of Deputy Principal:

The Deputy Principal has overall responsibility for ensuring the successful implementation of the discipline structure.

S/he receives committed co-operation from Subject Teachers/Class Teachers/ Year Heads/Co-ordinator in modelling respectful interactions and in de-escalating situations where issues arise

All teachers co-operate with the Deputy Principal to implementing the Code of Behaviour

The Deputy will meet with Class Teachers and Year Heads frequently to review how best to encourage positive behaviour within individual classes or in specific students

A Year Head/Co-ordinator may make a referral to the Deputy Principal of ongoing misbehavior/lack of engagement, where he/she has followed all the relevant strategies and procedures.

Any teacher/staff member may refer a student/s displaying dangerous behaviour directly to the Deputy Principal. They also provide notification in writing to the appropriate Class Teacher/Year Head/Co-ordinator

The Deputy Principal will:

- Thoroughly investigate serious, or frequently occurring misbehaviour
- Contact the student's parents/guardians and invite them to a meeting to discuss the behaviour
- Explain clearly to student/s/parents/guardians the standards of behaviour/engagement expected and the consequences for failing to meet those expectations
- Give specific incidents, dates and times of misbehaviour. In the interests of fair procedures, student/s and parents/guardians are invited to contribute to the meeting/conversation
- The aim of meetings is de-escalate situations and to arrive at a clear understanding of what changes/improvements in learning/behaviour/attendance etc. are expected
- The Deputy Principal may place the student on an appropriate Monitoring Card.
- In exceptional circumstances, where serious disruption to learning and teaching is ongoing and where subject and class teachers have already employed all of the relevant strategies, procedures and referrals, the Deputy Principal may temporarily withdraw a student from a class to allow full investigation
- Contact external agencies where appropriate and for advice.
- Record and date actions taken/meetings/referrals in the Report Book.

Sanctions In Use In North Presentation Secondary School:

- Reasoning with the pupil, explaining what acceptable behaviour is required
- Reprimand – behaviour recorded on school system and noted in the students' journal
- Moving position in the class e.g. moving the student to sit elsewhere
- Extra work (this should be worthwhile work, not lines)
- Withdrawal of privileges e.g. participation in school trips and/or outings, invitations to school events such as graduation, concerts, plays etc.
- Student put on report by the Year Head
- Referral to Class Teacher, Year Head, Co-Ordinator, Deputy Principal and Principal
- Suspension (Principal/Acting Principal & Board of Management only)
- Expulsion (Board of Management only)
- Detention during lunch break may be used where a suitable detention rota has been set up

Role of Principal:

The Principal has overall responsibility for the discipline of the school.

Where students are referred by the Deputy Principal, or by any teacher/staff member for dangerous behaviour, the Principal may use any strategy that may bring about a positive change in the student's behaviour.

In accordance with the Suspension Policy, the Board of Management has delegated to the Principal the authority to suspend a student /s for up to 5 days at any one time for very serious misbehavior. The Principal notifies the Board of suspensions at the next Board meeting.

In accordance with the Expulsion Policy, if in the judgement of the Principal a student should be expelled, s/he will recommend the matter to the Board of Management for determination. There will be due procedures and fair investigation.

Role Of Parents/Guardians:

- Parents/Guardians play a very important part in maintaining a positive partnership with the school
- Ensure that student has books/equipment. (In case of difficulty, please contact the Deputy Principal/Principal)
- Ensure student attends school on time every day
- Ensure student is complying with school uniform policy
- Show interest in student's work and assignments
- Encourage effort and improvement
- Speak positively about school and education
- Read school rules and procedures and sign up to them
- Ensure student speaks with and interacts with other students, with teachers and with staff in a respectful way
- Write any required notes re lateness/absences in Student Journal, Sign and date notes
- Check Student Journal for notes from teachers/school
- Attend Parent/Teacher Meetings and other school appointments
- Be calm and open when you have a query or issue. Be prepared to listen and work towards a solution
- Contact the school if you are concerned about your child/young adult
- Alert the school to a change in student circumstances which might affect school commitment and/or behaviour
- Encourage involvement in sports and other school activities and taking on leadership roles
- Work with the student and the school, if issues are brought to your attention
- Arrange medical and dental appointments outside school hours where possible
- Support school activities where possible

Role Of Board Of Management:

The Board must uphold the characteristic spirit of the school and be accountable to the Patron (CEIST) in this respect. The Board has overall responsibility for school policies and for ensuring that full account is taken of the unique identity, ethos, values and culture of the school.

The Board delegates responsibility to the Principal for the day-to-day running of the school, but the Board has specific responsibility in relation to suspension and expulsion. The Board delegates the power of suspension for up to 5 days at a time to the Principal.

The Board considers and decides on recommendations for expulsion of students from the Principal. The Board follows all due procedures in reaching a decision to expel, taking into account the rights of student/s /parent/s to a full and fair investigation.

N.B: The Code of Behaviour is linked to all other school policies, Please refer to the Suspension, Expulsion and Anti-Bullying Policies

Child Safeguarding:

The Department of Education and Skills circular [0081/2017](#) (published on 11 December, 2017) informs school management authorities that the [Child Protection Procedures for Primary and Post-Primary Schools 2017](#) have been developed and published following an extensive consultation with the education partners.

The purpose of the procedures is to give clear direction and guidance to school authorities and to school personnel in relation to meeting the statutory obligations under the Children First Act, 2015 and in the continued implementation within the school setting of the best practice guidance set out in the updated Children First: National Guidance for the Protection and Welfare of Children 2017.

North Presentation Secondary School is fully compliant with the current legislation, guidelines, and best practice regarding Child Safeguarding.

The Principal acts as the Designated Liaison Person (DLP) and the Deputy Principal acts as the Deputy Designated Liaison Person (DDLDP).

If the Principal is absent, the Deputy will act as the Designated Liaison Person. If both the Principal and Deputy Principal are absent, an Assistant Principal will act as the Designated Liaison Person.

The Child Safeguarding Statement is displayed prominently in the front hall of the school. It reviewed each school year by the Board of Management.

Photography/Public Relations:

It is common practice in all schools to record activities of pupils and school events through photography and/or film. Occasionally North Presentation Secondary School may use such imagery in printed or web publications pertaining to the school (e.g. School website, journal, prospectus etc.). If you do not wish your child/ren to be photographed, you must inform the Principal in writing.

9 Point Code:

No Messing

Own My Behaviour & Work

Respect Everyone

Tell Teachers If I Need Help

Have My Books, Equipment & Uniform

Phones & Distractions Away

Resolve Differences In A calm & Friendly Way

Every Day In School & On Time

School Rocks!

Conclusion:

The Code Of Behaviour has been reviewed by the Parents' Council, Student Council and Staff and has been approved by the Board of Management.

Consequently, as you have chosen to send your daughter to North Presentation Secondary School it is expected that you too, as Parents/Guardians, have agreed to the Code of Behaviour.

The Board Of Management, staff, pupils and parents review this policy on a regular basis, as determined by the Board and by any relevant changes in legislation and/or directions of the DES.

Declaration & Agreement:

We have read and accept that the above Code exists for the good of the school community and we will endeavour to abide by it.

Signed by Student: _____

Signed by Parent/Guardian: _____

N/B. A Covid – 19 statement has been added to the Code Of Behaviour and is available on the school website.