

THE CODE OF BEHAVIOUR

The Code of Behaviour is a negotiated, living document which supports the entire school community. Students, Teachers, Year Heads, Student Council, Middle management, Deputy Principal, Principal, Parents, Ancillary Staff and Board of Management are crucial in ensuring the success of the Code of Behaviour.

The school community is encouraged to create an inclusive climate which encourages and reinforces good behaviour and to uphold the school's high expectations for good behaviour.

Respect is the main principle underlying the Code and positive relationships of mutual respect and mutual support among students, staff and parents are expected.

Students are encouraged to take personal responsibility for their learning and behaviour.

The Hamilton High School community aims to participate in the development of each student into a mature, responsible and caring citizen, equipped with life skills and qualifications that will enable him to live a fulfilling and happy life. Students are encouraged to become lifelong, independent learners.

The Code of Behaviour will be reviewed at regular intervals. Our Code of Behaviour will be updated and renewed following Term 1 of the 2024 academic year.

Student Code of Behaviour

1. Respect and courtesy should be shown to all members of the school community. Students must follow the directions of the teaching staff and management.
2. Students should be punctual in attending all their classes. Students are not permitted to leave class without a written note of explanation from their parents to 'sign out'. Students are not permitted to leave class to go to the toilet or to go other classrooms unless exceptional circumstances prevail and extraordinary permission has been granted by the Year Head/subject teacher. Staff are informed of such instances.
3. Students who are absent from school for any reason should present a written explanation from their parent/guardian on the school app immediately on their return in accordance with legislation.
4. Students should present themselves suitably dressed for class and in such a manner that the health, safety and welfare of themselves and others are not at risk.
5. Students should be attentive and co-operative in class and their behaviour in class must never prevent other students from learning and availing of instruction or a teacher from teaching.
6. Students should respect and not damage, in any way, school premises, furniture, equipment, property of other students, etc. Any damage that is caused must be reported to the Year Head and paid for by the student(s) responsible. Students unlawfully in the school building or on the school premises may face prosecution. An immediate suspension may be imposed by the Principal.
7. Students must not endanger the safety or health of themselves or others. Special care should be taken at break times, especially if students are involved in sporting activities. Incidents at break times must be reported to the teacher on supervision duty. Students should observe all instructions in respect of safety and health procedures in accordance

with the Safety, Health and Welfare at Work Act, 2005. This includes fire drill and any other health and safety procedure. Immediate suspension may be imposed by the Principal.

8. **Mobile phones must be powered off on arriving at the school and remain off until 3.20 p.m./4.00 p.m., depending on the school finish time. Students may not use their phone as part of a lesson.** They may in exceptional circumstances, with the permission of the Principal, Deputy Principal or Year Head, be used to make necessary calls. **Any confiscated phone may only be collected from the Deputy Principal's Office at the end of the school day. Repeated breach of the mobile phone policy means that a student will be required to leave their phone with the Deputy Principal at the beginning of every school day. Should the Deputy Principal deem it necessary then a parent/guardian may need to collect it from the school office at the end of the school day.** In the case of an emergency, students may use the telephone in the main office with the permission of the Principal, Deputy Principal or Year Head. Any misuse of a mobile device in this manner could lead to suspension.
9. Mobile phones or any other piece(s) of equipment may not be used to photograph/video or to upload onto a website/any social media platform any student(s), teacher(s), management, ancillary staff or official visitors to the school. Students may not photograph/video or include on a website the school buildings (internal, external) and the school grounds without the permission of the school management authorities. **Students may not use the school name, school crest or school image without the permission of the school management authorities. Students may not create or share social media pages or content without the permission of the school management authorities.**
10. Students should always use the footpaths, where available, when going to or coming from school and should observe health & safety while waiting for the school bus and in the local community on the way to and from school. The playing of sport is strictly prohibited on the public roadway or in local 'green areas' while waiting for the school bus or going to and from school.
11. Students travelling to and from school and/or attending sporting, academic or social events in connection with the school should follow the school's Code of Behaviour and always uphold the good name of the school. Students must always follow the instruction of teachers when on any trip or attending school events. **Senior Management reserve the right to remove this privilege from any student should they deem it necessary to do so.**
12. The Code of Behaviour applies to all students attending school events, representing the school and on school tours/field trips at home and abroad.
13. **Bullying is not tolerated; any form of general, homophobic, racial, relational, cyber or sexual bullying is not acceptable.** Bullying is reported to the Year Head and dealt with in accordance with the school's anti bullying policy. Circulating, publishing or distributing (including on the Internet) material associated with school activities including but not limited to material in relation to staff and students where such circulation undermines, humiliates or causes damage to another person is considered a serious breach of school discipline and may result in disciplinary action. **As part of such disciplinary action the Board of Management reserves the right to suspend or expel a student or students where it is considered the actions warrant such sanctions.**
14. Students may only leave the school premises with the permission of the Year Head, Deputy Principal or Principal. **Parents must 'sign out' their son/sons in the Deputy Principal's Office.** Students must sign the logbook in the Deputy Principal's office on returning to school.

15. Smoking and/or vaping (e.g. the use of electronic cigarettes) is not permitted on or about the school premises in accordance with the Safety, Health and Welfare at Work Act. **An immediate suspension may be imposed by the Principal.**
16. Chewing gum is not permitted on the school grounds or in the school premises.
17. Foul language is not permitted at any time.
18. Students are only permitted in classrooms with a supervising teacher's permission. Students must vacate the main school building at break times. On rainy days students will only be allowed in the main building with the permission of the supervising teacher. **Any vandalism will not be tolerated and an immediate suspension may be imposed by the Principal.**
19. Students may only go to the toilet during or between classes or leave class with the supervising teacher's permission.
20. Students are fully responsible for their own personal property in the school premises, e.g. books, school bags, sports equipment, mobile phones, etc.
21. If a student is found in possession or under the influence of alcohol or in possession or under the influence of any illegal substance, he will be subject to disciplinary sanctions up to and including permanent exclusion. **A student found under the influence will be suspended immediately and parents will be required to collect their son immediately.**

