

WHAT IS OUR POLICY ON..

The consistent implementation of the school code of behaviour is central to the effective running of our school. It ensures that an environment conducive to teaching and learning is present throughout the school year.

Chewing Gum, Tippex, Laser Pens, Aerosols, Cigarettes and Alcohol:

Strictly forbidden in the school at all times. Students' chewing gum must pay a monetary fine determined by school management. Students found smoking in the school or in the environs, or students found in possession of alcohol will immediately be suspended.

Mobile Phones:

Students are discouraged from bringing mobile phones to school provided that (a) they are switched off at all times during the school day and (b) they are kept out of sight, preferably locked in lockers. Confiscated phones are to be handed into the office. Confiscated phones will be returned after 1 week for the first offence and 1 month for the second offence.

Any student found or reported to be using the camera of their mobile phone at any time, will have their phone confiscated and be immediately suspended.

Contact by Parents/Guardians:

Any parent wishing to contact their son/daughter urgently should ring the main school office and messages will be passed on. The Department of Education and Skills regulation states that for Leaving and Junior Certificate Examinations, that a candidate is liable to have his/her whole examination (in all subjects) cancelled if he/she brings into the examination hall or has in his/her possession a mobile phone.

Litter:

Coláiste Pobail Setanta is very proud of its' Green Flag status. Students are expected to keep classrooms, corridors and school grounds free from litter.

Safety on Corridors:

Please encourage all students to move in an orderly manner on the left hand side of the corridor and to queue in an orderly manner while waiting for class at classroom doors. Students should not be allowed to run or push at any time.

Door

Use of the main front door by students is not permitted. Students should enter/exit through student entrance except when arriving late to school or if leaving school early when they should report to the school office.

Main Lunch

Students in 1st/2nd Year are not permitted to leave the school grounds. The school and grounds are supervised at lunch time. Students should eat their lunch in the Canteen area of the school only. No food/drinks may be taken outside/into the Sports Hall.

Lockers and Personal Property

Money or other valuables should not be placed in lockers or left in classrooms. Valuables should be kept in the students' possession at all times. Lockers are assigned to students by class tutors. Students are not permitted to use lockers between classes. Lockers must be locked at all times.

Use of Toilets

Toilets on the First Floor are available for student use prior to 8:30 am, at 11:50 am lunch and after 3:25 pm. Toilets are locked during class time. In the event of an 'emergency' during class time a student should be provided with a note in their Journal by the subject teacher. (Not during First period in the morning or after lunch)

Electronic Notice board/Announcements:

General school announcements and achievements will be shown daily on the electronic notice board in the canteen/published on the website/staffroom notice board. Announcement forms are available in the staff-room. Completed forms should be placed in the relevant box.

Insurance:

The College provides Personal Accident Insurance for all students and the policy also extends to cover all staff during the school hours and while on school activities. Please record all incidents on the Accident Report Forms.

Students Leaving School Early:

Permission to leave school early is granted by the Principal/Deputy Principal or Ceannaire upon receipt of a written request from parents/guardians. Students are not permitted to leave the building in any other circumstances. A register of 'early leavers' and 'late arrivers' is maintained outside the main office for inspection by all subject teachers.

Contacting Parents:

Subject teachers should initially consult with the tutor/Ceannaire prior to making contact with parents. The Tutor/Ceannaire will contact the parent/guardian in the first instance.

E-mail and Internet:

Use of the Internet is in accordance with the Internet Acceptable Use Policy (IAUP)