



Magh Ene College Code of Behaviour

Introduction

Our Mission Statement

We pride ourselves on the personal and individual attention given to each student and value the partnership with parents in achieving this goal.

In line with our Mission Statement, this Code of Behaviour has been developed to support:

- Educational achievement
- Personal development
- Health, safety, and wellbeing of all students
- The wider school community

Our ethos is guided by the core values: **Excellence, Care, Equality, Community, and Respect**. These values underpin everything we do at Magh Éne College and shape our expectations for student behaviour, learning, and relationships.

The Code aims to:

- Promote a positive, safe, and respectful learning environment
- Outline clear expectations for behaviour
- Provide a framework of supports, rewards, and sanctions
- Ensure fair and consistent procedures in managing behaviour

Parents/guardians are vital partners in upholding this Code. Students are encouraged to take responsibility for their actions, learning, and relationships.

1. School Expectations

Respect

Students must:

- Show respect for themselves, fellow students, staff members, and visitors
- Value diversity in all its forms
- Respect all school property

Attendance & Punctuality

- Regular attendance is required under the **Education (Welfare) Act 2000** and is essential as outlined in the school's *Strategy for School Attendance*.
- Parents/guardians must provide written explanations for all absences.
- Absences of 20 days or more will be reported to the National Educational Welfare Officer.
- Students cannot leave school without written consent via the school App and must be collected by a parent/guardian.
- Unexplained absences from class or school are regarded as a serious breach of discipline.
- Students who become unwell must inform their Year Head, who will contact parents/guardians.
- Students must arrive by **8:55 a.m.** and return by **2:00 p.m.** after lunch.
- Students must be on time for all classes.
- Lateness will result in lunchtime detention (**1:25–1:40 p.m.**). Repeated lateness may require a meeting with parents/guardians and the Year Head.
- Supervision is provided **30 minutes before school** and **15 minutes after**. Parents are responsible outside these times.

Digital Responsibility & Technology Use

- Students must comply with the school's **Mobile Phone Policy**.
- Recording, photographing, or sharing images/video/audio of staff or students without consent is prohibited.
- Online activity outside school time that impacts wellbeing or relationships within school will be treated as a breach of discipline.
- Misuse of social media, messaging apps, or online platforms that disrupts the school community will be subject to sanctions.

Substance Use

- Smoking, vaping, alcohol, and substance misuse are prohibited on school grounds and during all school-related activities.
- Serious incidents may be referred to the Gardaí.

2. Preventative Measures

- Each class has a Class Tutor and Year Head to support student development.
- Parents/guardians and students must sign the Code of Behaviour on enrolment.
- The Code of Behaviour is explained to students at the start of each year.

- Issues such as bullying, harassment, and substance misuse are addressed through programmes, workshops, and discussions.

Anti-Bullying

Bullying of any kind will not be tolerated and will be addressed in accordance with the school's **Bi Cineálta Policy**. This includes:

- Verbal, physical, psychological, cyber/text, or homophobic bullying
- Harassment, sexual harassment, and identity-based bullying (racism, sexism, homophobic, biphobic, transphobic)
- Online/cyberbullying that impacts school life

The school promotes positive mental health through pastoral care, wellbeing programmes, counselling, and restorative practices.

3. Rewards

The school fosters a culture in which positive behaviour, effort, and achievement are acknowledged and valued. Recognition strategies include:

- Verbal praise (private or public)
- Notes in journals or letters/emails home
- Announcements or recognition on the School App
- Certificates and awards (e.g., *Student of the Month*, *Monthly Attendance awards*)
- Inclusion in the Annual Awards
- Opportunities for leadership roles or responsibilities

Restorative Practice

- Focuses on accountability, reflection, and repairing harm
 - Encourages empathy and responsibility
 - Builds respectful relationships and strengthens school community
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4. Sanctions

Sanctions are applied fairly and proportionately, respecting student dignity.

Category A: Misdemeanours

Examples:

- Lateness

- Mobile phone misuse
- Failure to complete homework
- Writing on school property
- Uniform violation
- Disruptive behaviour

Sanctions may include:

- Reprimand (privately)
- Change of seating
- Removal from class
- Additional homework or worksheets
- Note home in journal
- Detention
- Useful tasks in school
- Grounding during breaks
- Suspension (internal/external)
- Mobile phone confiscation (to be collected by parent/guardian)

Category B: Continuous Misconduct

- Continuous misdemeanours as above

Sanctions may include:

- Referral to Year Head
- Supervised detention
- Exclusion from activities (e.g., matches, tours)
- Suspension (health & safety reasons)
- Discipline Committee referral
- Meeting with parents
- Possible expulsion

Category C: Isolated Serious Breaches

Examples:

- Leaving school grounds without permission
- Fighting or involvement in organised fights
- Offensive/abusive language
- *Mitching* (truancy)
- Gross misconduct

Sanctions may include:

- Parents informed immediately
- Suspension (internal/external)
- Punishment duties
- Grounding

Category D: Very Serious Misbehaviour

Examples:

- Repeated disruptive behaviour
- Assault or threatening behaviour
- Bullying
- Substance misuse or possession
- Theft
- Malicious property damage
- Possession of offensive weapons/fireworks
- Sexual harassment
- Harmful digital content distribution
- Recording staff/students without permission

Sanctions may include:

- Immediate removal from class
- Parents informed/asked to collect student
- Immediate suspension
- Restitution for stolen/damaged property
- Discipline Committee appearance
- Referral to authorities (e.g., Gardaí)
- Expulsion

5. Other Interventions

To support students struggling with behaviour:

- Meetings with staff/Year Head/parents
- Restorative practice reports and undertakings
- Restorative justice processes (circles, peer mediation, reflective worksheets)
- Referral to Student Counsellor
- Referral to Pastoral Care Team

- Referral to **NEPS**
 - Referral to external agencies
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6. Suspension & Expulsion

- Suspension is a serious sanction, applied only when other measures have failed.
- Parents/guardians will be notified in writing or verbally before suspension.
- Students are considered in parental care from the end of the school day before suspension.
- Re-entry requires a meeting with Principal/Deputy Principal/Year Head.

Instant Suspension

- Authority delegated to the Principal (max. 5 school days).
- Parents notified and invited to a meeting.
- May be applied in cases of serious misbehaviour (e.g., substance misuse).

Appeals Procedure

- Suspensions longer than 3 days may be appealed to the Board of Management.
- Suspensions longer than 5 days may be appealed to the Donegal ETB.

Procedure for Expulsion

1. Parents notified of suspension and that expulsion is under consideration.
2. Parents may meet with the Principal.
3. Board of Management convenes to review evidence.
4. Parents may attend to present their case.
5. Board makes decision and communicates outcome.
6. Education Welfare Officer notified.
7. Parents informed of right to appeal.

Expulsion Appeals

- Expulsion takes effect **20 days** after notification to the Education Welfare Officer.
 - Parents may appeal to Donegal ETB and, if required, the Department of Education.
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7. Record Keeping

All behaviour records are kept confidential in accordance with **Data Protection Regulations**.

8. Monitoring & Review

- Developed in consultation with parents, students, staff, and management.
 - Ratified by the Board of Management.
 - Reviewed annually.
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9. Pastoral Care

The school provides a wide range of supports to encourage positive behaviour and meet student needs.

Conclusion

Positive behaviour greatly influences the quality of teaching, learning, and relationships within the school. Through consistent application of this Code, we aim to promote respect, responsibility, and achievement for all.

Important: Every student must have the **enrolment declaration signed** by their parent/guardian before beginning at Magh Éne College

Signed John Campbell Date 7.10.2025
Chairperson, Board of Management

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Please complete and return to the College

We, the undersigned, agree to adhere to the College's Code of Behaviour and have fully familiarised ourselves with the Code and the Student Expectations.

Student Name: _____

Year Group: _____

Student Signature: _____

Parent / Guardian Signature: _____

Date: _____

