

CODE OF POSITIVE BEHAVIOUR



Coláiste Ghlór na Mara
2026-2027

DATE OF REVIEW: YEARLY

Clodagh Ní Mhaoilchiaráin

Cathaoirleach

Bord Bainistíochta

Ratified by the Board:
September 2026

MISSION STATEMENT

Coláiste Ghlór na Mara is a coeducational multidenominational second level school. It is socially and culturally inclusive and provides excellence in educational standards through the medium of Irish. Positive self-image for students and respect for other people, for culture, community and environment are central to our ethos.

AIMS

This policy aims to;

- a) Promote ‘Meas’ (Respect) in every aspect of school life.
- b) Serve to student’s educational needs: personally, emotionally, and academically.
- c) Clearly illustrate how the school addresses any breaches of the code of positive behavior from the point of view of students and staff.
- d) Show the steps taken where examples of unacceptable behavior occur.
- e) Along with our Anti-Bullying Policy the school aims to create a safe, healthy, and inclusive environment thereby fostering a positive atmosphere for all.

All students must adhere to the Code of Positive Behavior while at school, travelling to and from school, in school uniform, on school tours or at any school related event or occasion. The health, safety and well-being of all students and staff is of the upmost priority to the school’s management.

INTRODUCTION

Coláiste Ghlór na Mara was established in 2014 to accommodate children and families that wanted to continue or begin receiving their education as Gaeilge at secondary level. School policies were drafted that were suitable to a small school of twenty-seven students and a small staff that would grow in the short term. These policies were reviewed and amended as the school grew and other policies were incorporated between 2014 and now.

As the school approached its tenth year, and with a student body of almost five hundred, a large staff, and nearly a thousand parents and guardians, the school acknowledged that a comprehensive review of our policies was required, the Code of Behaviour included.

The latest review was a year long process between 2023/24 in which every member of our school community was invited and given the opportunity to share their views and opinions in person and anonymously. The school management listened to the students about their experiences during a school day, focus groups were established and they worked together identifying and focusing on various aspects of the Code of Behaviour.

Every parent/guardian was given the opportunity to come in and meet with school management to discuss school policies and practices in an informal setting. Parents, guardians, and students were invited to complete a survey in which they could relay their feelings and opinions anonymously.

School staff spent a lot of planning time focusing on various school policies in small groups and again as a staff. In March 2023 the school staff spent one entire day finalising and reviewing the amended school policies for 2023/24, the Code of Poisitive Behaviour included.

As of Septemebr 2026 our student body has surpassed five hundred students, and with a staff of over 70, teachers, SNAs, and ancillary staff, this means there can be over 600 people in our school on any given day.

1. MEAS (RESPECT)

The school ethos places enormous value on showing respect to every member of the school community. Students are expected to show respect to all fellow students, to all staff members, to our language at all times and to the school building and environment. Students are expected to follow the instructions of staff in school and outside of school during extra-curricular activities. Students should display respect and appropriate behavior during assembly, in class, during break and lunch times and on school tours. Respect towards our school environment and equipment is always expected. If any student is found to have damaged any part of the school building or the equipment and facilities within, they will be required to pay for the cost of repair or replacement, and the procedures outlined in the Behaviour System will be followed.

Chewing gum is completely prohibited on the school grounds. Every student is responsible for keeping the school and its environment clean and tidy.

Meas ort féin-Respect yourself

Meas ar a chéile-Respect each other

Meas ar an timpeallacht-Respect the environment

Meas ar an nGaeilge-Respect our native language

2. AN GHAEILGE

Gaeilge is the essential and always required language of the school and the school community, except for during English and MFL classes. Gaeilge is always spoken in school, on school tours and during all school events and occasions. Any breach of Riail na Gaeilge is taken very seriously. (See Polasaí na Gaeilge CGNM). Students and Parents/Guardians must be familiar with and have signed Polasaí Gaeilge CGNM which is available in the student's dialann and on the school website. There is an Oifigeach Gaeilge for both junior and cycle students, this role is undertaken by two Assistant Principals who must ensure that Riail na Gaeilge is adhered to by all students and procedure is followed in cases where a student does not.

3. ATTENDANCE

Students are required to attend school as per the school calendar and to attend each class during the school day. Good attendance contributes to a positive learning environment for all and helps individual students in their learning and positive personal development. Good attendance is essential to students fulfilling their academic potential and to avail of other school clubs, activities and supports.

Parents must inform the school of any absences via VSWare (Educational Welfare Act 2000, Article 18). It is the responsibility of the principal to inform the Educational Welfare Officer of any student who misses 20 days or more in any school year. It is also the responsibility of the principal to inform the EWO of any student who has difficulty attending class and/or repeatedly requests to leave class or return home.

Students are not permitted to leave the school during school hours without permission. Parents/Guardians must inform the school via the VShare app of any absences or appointments which result in partial absences prior to the beginning of the school day. Students must then sign in or out at the secretary's office upon arrival or departure.

One of the Assistant Principal's acts as the school's Attendance and Punctuality Officer and monitors the attendance and punctuality of all students and advise and report to the Principal and the Board where needed.

4. PUNCTUALITY

Not only is good punctuality important for teaching and learning, but it is also a skill for life. Poor punctuality disrupts the learning of other students. Students are required to be on time for school at 08:20 and for each class during the school day. In cases of poor punctuality steps will be followed as per 'An Córas Iompair'

5. LOCKERS

Students are permitted to use their lockers before school, at the beginning of break time, at the beginning of lunch time and at the end of the school day (08:15, 10:30, 12:45, and at 15:30). Students are not permitted to use their lockers during class time or between classes.

The locker should be kept organized, neat, and tidy. Lockers always remain under the ownership and management of the school and school management reserves the right open or inspect any locker at any time if they believe there is reason for inspection.

6. BEHAVIOUR IN CLASS

Students must have all required equipment with them for class and participate fully in class activities.

The school expects students to always show respect for all, themselves included. Staff and students work together to create a safe and comfortable learning environment for all in the classroom. This positive and responsible attitude will help students to take ownership of their own learning and to ensure a cooperative learning environment in the classroom.

Classrooms must be kept clean and tidy, and students are required to put chairs on tables at the end of the day. Eating is not permitted during class or in classrooms at any time.

Students must adhere to the school's Health and Safety Policy and follow all safety rules in the various rooms and areas of learning in the various subject areas. Bullying is not accepted (See Anti-Bullying Policy CGNM).

The disruption teaching and learning is treated very seriously. Where a pattern of continuous disruption of teaching and learning develops the school and the parents will work together to see if this is the most suitable place of learning for the student. In cases where all supportive measures have been exhausted and the students' actions are affecting the learning of others the Board of Management may be left with no option other than successive suspensions or expulsion.

7. SCHOOL UNIFORM

The school uniform holds an important role in promoting positive behaviour, school identity and school pride. It creates a unity and positive relationship between students that supports a high level of teaching and learning. It is a strong symbol of our learning community. It portrays our school pride and therefore, it is important that it is always well-kept.

It is essential that students maintain a high level of personal appearance while wearing the school uniform. Students should keep their names on all items of school uniform. Should students wish to wear a t-shirt under their uniforms, t-shirts must be white.

Coláiste Ghlór na Mara's school uniform consists of:

- Red school jumper with school crest
- White shirt/
- Red and grey tie
- Grey trousers/ skirt
- Grey tights/ socks for students who wear skirts.
- Grey/ Black/ Navy socks for students who wear trousers. Ankle socks are not permitted.
- Black fully leather shoes/ runners,
- Red/ Navy school jacket with school crest.

School jumper, jacket and tie are available from McFadden's in Balbriggan; 01-8413891

School PE uniform is available online from O'Neill's. See school website for link.

Coláiste Ghlór na Mara's PE uniform consists of

Red/ Navy CGNM hoodie/jumper/ half zip

Navy shorts/ CGNM tracksuit bottoms

Red/ Navy CGNM t-shirt

Students must wear appropriate runners for PE when wearing their PE uniform. Students are permitted to wear PE uniform on days when they have PE or a school sports match only.

Students will not be permitted to attend school trips/events if they are not wearing the correct school uniform.

Where a student repeatedly attends school without a certain item(s) of the school/sports uniform, the school will supply the student with a spare garment or a new garment. The price of which will be covered by the student or parent/guardian.

8. PERSONAL SAFETY

Every student and staff member has a right to learn and work in a environment that is safe, free from bullying, intimidation and harassment. Irresponsible behavior or anti-social behavior will not be accepted. (See Bí Cineálta-Anti-Bullying Policy)

Drugs, alcohol, cigarettes (including vapes) are strictly prohibited in school. This includes the use of sale/supply of, being in possession of, being under the influence of, on school grounds, school trips or while wearing the school uniform.

Students are prohibited from possessing weapons, using weapons, and taking any weapons to school that could harm any member of the school community.

Any student who does not adhere to the above will be suspended immediately and may be expelled (See Suspension and Expulsion Policy).

9. PERSONAL PROPERTY/MOBILE PHONE

Students are strictly prohibited from using mobile phones, listening devices, smart watches, or any electrical devices during or in between classes. Students who bring a phone to school must turn the phone off and place it in their Yondr Pouch. The school does not accept any responsibility for such property. Students are responsible for any loss or damage to personal property while on school grounds/ trips.

- If a student brings their mobile phone to school, the phone must be switched off and locked in Yondr pouch from 8:20am-3:30pm. It is the responsibility of the student to do this during morning assembly.
- All communication during the school day between parents/guardians and students must take place through our school office or through a staff member
- If a student is late to school or needs to leave early, they can open/close their Yondr pouch at the school office as they are signing in/out.
- It is the student's responsibility to keep their Yondr pouch containing their phone in a safe and secure location (e.g. in their school locker during the school day). Coláiste Ghlór na Mara accept no responsibility for lost, stolen or damaged mobile phones.

- Regular inspections of Yondr Pouches will take place throughout the school day. If a student is found with their phone out of their Yondr pouch or with a second phone/ phone without a sim card, the following sanctions will be implemented:
- 1st time: Phone will be confiscated until the end of the school day. Student can collect the phone from their Year Head at the end of the school day. Student will receive a 1 hour detention
- 2nd time: Phone will be confiscated until the end of the school day. Student can collect the phone from their Year Head at the end of the school day. Student will receive a 2 hour detention
- 3rd time: Phone will be confiscated until the end of the school day. Student can collect the phone from their Year Head at the end of the school day. Student will be suspended.
- The damage, removal or theft of a Yondr magnet is a serious offence resulting in immediate suspension.
- Subsequent breaches of this school policy will include additional sanctions at the discretion of the school's Board of Management

10. USE OF TECHNOLOGY

It is imperative that every student has a school iPad, and all iPads must be connected to the school Jamf system. (See Acceptable Usage Policy of iPad/Technology)

11. CCTV

Coláiste Ghlór na Mara uses CCTV for the safety of all school students, staff and visitors. (See CCTV and DAR Policy)

12. HEALTHY EATING

Coláiste Ghlór na Mara promotes good nutrition and healthy food on the school premises. (See Healthy Eating Policy)

13. ROLES & RESPONSIBILITIES OF STAFF

- To create a respectful relationship between students, parents/guardians and school staff.
- Promote positive behavior.
- Implement and promote school code of behavior in a fair, effective, and helpful way.
- Implement a broad range suitable teaching methodologies to help every student reach their full potential. Be aware of any students with additional educational needs and suitable strategies to enable these students.
- Support students with an effective pastoral care and through the SPHE programme.
- Offer support through psychological support services.

15. ROLES & RESPONSIBILITIES OF PARENTS/GUARDIANS

Parents and Guardians will promote positive behavior by;

- Creating a respectful relationship with the school community
- Supporting the school staff in implementing the school code of behavior to create a safe and positive learning environment.
- Inform the school if they have any worries about any issues that they feel may affect students' progress in school.
- Ensure that they have read and discussed the school policies with the student and to communicate any feedback through Cairde CGNM -the school's parents committee.
- Understand that the school has no role in issues between students that occur online or in groupchats.
- Recognise when the school is unsuitable for their child and to work with the school in finding the most suitable school/place of learning for their son/daughter.

16. ROLES & RESPONSIBILITIES OF STUDENTS

Students are responsible for their own behavior and learning and demonstrate positive behavior by;

- Being themselves, believing in themselves, being punctual, present and prepared and trying their best.

- Treating fellow students, school staff, the school environment and school visitors and our language with respect.
- Helping to promote a positive learning environments in school classrooms.
- Understanding and following the school code and system of behavior
- Support the school student council.

17. PROMOTION OF POSITIVE BEHAVIOUR

The quality of the relationship between teacher and student is one of the most powerful and important influence on positive behavior.

The school recognises the importance of recognizing and celebrating students who contribute positively to school life. This is done in various ways:

- A quiet word from staff member to student.
- Praise for excellent use of Gaeilge.
- Gaelgóirí of the month, term, year.
- Praise for participation in class.
- Recognition/Plus points on VSWare.
- Recognition of student achievements on school website and social media.
- Students work exhibited on the walls and in classrooms.
- Special recognition to students or groups of students at weekly assembly or during daily announcement son the intercom.
- Postcard home or Subject Achievement Cert.
- Email sent home to parents from teacher or year head.
- Recognition given at weekly assembly, students of the term, student of the year ceremonies

18. BEHAVIOUR SYSTEM

The school understands that there are cases where students do not follow the school's Code of Positive Behavior. In such cases the steps outlined below are followed to help the student reflect on the poor behavior and to help the student be more responsible in the future. This is a list consisting of examples, the list is not all-encompassing or exhaustive.

Level 0	
The following are expected every morning....	Responsibility of Oide Ranga (Class Tutor)
• Full school uniform • iPad charged over 90% • Dialann & class equipment ready • In school on time • Phone in Yondr pouch	• Record on VSWare • Supportive conversation with student

Level 1	
Types of behavior at level 1	Responsibility of class teacher
• Without class equipment • Without iPad • Without Yondr pouch • Not following instructions • Unsatisfactory homework • Littering • Late • Incorrect school uniform • Breaking one way system	• Recorded on VSWare • Classroom management strategies to help promote good behavior • Reminder of school rules • Praise when behavior improves • Supportive conversation with student • Change in seating plan

Level 2	
Types of behavior at level 2	Responsibility of 1. Class teacher/staff member in question & 2. Ceannaire Bliana (Year head)
• Continuous behavior from level 1 and a report from class teacher • Disrupting Teaching and Learning • Prohibited area • Using another year group's toilets • Hiding in toilets a lunch time • In possession of a ball indoors (except for PE hall) • Chewing gum • Misuse of iPad • *Behaviour Report*	• Recorded on VSWare • Serious conversation about school rules • Communication with home • Detention • *Report to be sent to Ceannaire Bliana from class teacher*

Level 3	
Types of behaviour at level 3	Responsibility of Year head & Deputy Principal
Continuous behaviour from Level 2. • Truancy	• Recorded on VSWare • Parents/Guardians notified • Meeting Ceannaire Bliana-Student • Detention • Observation Report • Mentoring scheme • Removal of privileges such as extra curricular activities, school ceremonies and school tours.

Level 4	
Types of behavior at level 4	Responsibility of school management, Year head, Assistant Principal, Deputy Principal
• Any continuous behaviour from level 3 • Damage to the school building, equipment or environs. • Physical altercation • Possession of a photo, recording or image of a student, staff member or any member of the wider school community	• Recorded on VSWare • Meeting between school management, parents, and student. • Suspension

Level 5	
Types of behavior at level 5	Responsibility of the Board of management
• Continuous behavior from level 4 with a report from Year head • Serious damage to the school building, equipment or environs. • Behaviour resulting in a full or partial school closure. • Physical assault • Possession or use of alcohol, tobacco, vapes, or drugs	• Meeting with subcommittee of the board of management. • Suspension • Expulsion.

Positive Points

- Students/classes who demonstrate demonstrate continuous positive behaviour will receive recognition of achievement at end of term ceremony.

Negative Points

- 3 bad notes in a week-1 hour detention after school on Friday
- 5 bad notes in a week-2 hour detention after school on a Friday

Detention

- If a student needs to postpone a detention, parents must notify the Year Head by email in advance and detention may be postponed for 1 week.
- If a student fails to attend a detention without prior notification, the detention time will be doubled. If a student fails to attend the double detention, they may face suspension.

19. SUSPENSION & EXPULSION

Please refer to the schools Suspension and Expulsion policy which is available on the school's website.

20. CRITERIA FOR SUCCESS

The success of this policy will be based and measured upon:

- Encouragement of good behaviour across the school and the creation of a healthy and positive atmosphere that inductive to teaching and learning.
- Creating an understanding of the importance of Respect for all and a happy school environment.
- The school community's understanding and acceptance of policy.

21. REVIEW & REFORM

The Code of positive behaviour will be reviewed on an ongoing basis and can be amended after conferring with the school community.

By accepting a place for their child in Coláiste Ghlór na Mara, parents are acknowledging acceptance and support of The Code of Positive Behaviour.

Signed: Clodagh Ní Mhaoilchiaráin
(Chairperson of the Board Management)
Date: September 2026

Signed: Maedhbh Daltún
(Príomhoide)
Date: September 2026

Date of next review: September 2027

By accepting a place in Coláiste Ghlór na Mara, students and their parents/guardians acknowledge and agree to abide by and support the school's policies and procedures.