



The following offences may lead to an immediate Suspension

A student found selling or offering cigarettes to others

A student found in possession of, or under the influence of, or selling/offering alcohol

Extreme violent behaviour

Expulsion

A student found in possession of or selling, or under the influence of, illicit substances (drugs) may be expelled.

Any student who repeats any of the offences listed under 'Immediate Suspension' may be expelled.

Any extreme misbehaviour may lead to expulsion

*** Uniform**

A student not in full uniform must have a written explanation from parents/guardians.

A note of explanation is valid in school only for 2 days – medical certificate excepted.

A student with no written explanation receives a demerit

On reaching the relevant number of demerits a student must enter detention, as outlined below:

When a student reaches 5 Demerits

The student must attend supervised Friday detention from 2.50 to 3.30 which will be notified to the student's Parents /Guardians by the Year Head

When a student reaches 3 Detentions

The student must attend the Board of Discipline.

The Year Head will contact the student's parents/guardians to ask them to attend for a Board of Discipline meeting.

The student, his Parents/Guardians, Year Head and Deputy Principal will attend this Board of Discipline meeting where the student's behaviour and de-merits attained shall be discussed.

Following the Board of Discipline the Deputy Principal meets with the Principal to discuss sanctions.

When a student is Suspended

Parents/Guardians will be notified of the Board of Discipline outcome.

A letter will be issued concerning suspension to Parents/Guardians.

Staff will be emailed informing them of suspension.

On return to school the student must meet with the Guidance Counsellor.

Reduction of Demerits

Should a student's behaviour improve over a period of 6 weeks the Year Head may reduce the demerits already attained.

Procedures When in Breach of Code of Behaviour

This schedule of sanctions has been devised to meet the particular needs of CBS Dungarvan. The aim of the sanctions is to support the provision of education to each student of the school in a relatively disruption free environment.

Teachers will keep a written record of all instances of misbehaviour along with a record of improvements among disruptive students.

Teachers will ensure that a student is aware that it is the behaviour rather than the student which attracts the sanction. Therefore, students must be made aware of the reason(s) for each sanction.

The following list of sanctions may be used:-

- Discussion with the student.
- Reprimand (warning) both verbal (informal) and recorded.
- Additional work suited to the age and ability of the student.
- Communication with Parent/Guardian by:
 - i) Note in journal
 - ii) Phone call
 - iii) Letter from the Year Head
- Referral to the:
 - i) Year Head
 - ii) Deputy Principal
- Demerit, after reprimand and/or written work have already been given.
- Detention after 5 demerits.
- Board of Discipline when a student reaches 3 detentions (Parents/Guardians, Year Head, Deputy Principal & the Student in attendance)
- Referral to the Principal
- Referral to the Board of Management

Demerit Slip

Each Teacher has a **Demerit Slip Book**

When completing the demerit slip a teacher will:

- Fill in Student Name, Class/Year & Date
- Indicate what has been done prior to issuing a Demerit
- Indicate details of misbehaviour
- Comment, if necessary (Noted here: Dates of infringements)
- Indicate Recommended DeMerits
- Sign it

