



# EDUCATION NEWSBRIEF

December 2009

## Codes of Behaviour

Schools will be aware that they should have a Code of Behaviour in place by September 2010.

*“The only reason I always try to meet and know the parents better is because it helps me to forgive their children”.* Louis Johannot

- Sometimes a difficult child just needs to meet one understanding teacher
- Sometimes there is good reason for bad behaviour – have you asked the child why they behaved badly?
- Suspension may create ‘heroes’
- Bad behaviour needs an audience.

At a recent conference run by the National Association of Boards of Management in Special Education (NABMSE), Eileen Flynn, General Secretary CPSMA, spoke on the development of such Codes.

Eileen said that when considering the subject she first looked at Whole School Evaluations and what they had to say on the matter. She found that many schools already had very good Codes in place that had been put together with full consultation and great care. A copy of Eileen’s presentation will be made available on the NABMSE website [www.nabmse.org](http://www.nabmse.org).

**If your Code fails to achieve its objectives, make a plan to correct it.**

*“Don’t try to fix the students, fix ourselves first. The good teacher makes the poor student good and the good student superior. When our students fail, we, as teachers, too, have failed”.*

Marva Collins

**Some of the very interesting points made by Eileen were:**

- Schools must develop their own Code using the National Education Welfare Board’s guidelines
- A checklist is available on the NEWB website [www.newb.ie](http://www.newb.ie)
- Take care that your Code does not give children ‘new ideas’!
- A good Code does not just address bad behaviour, but promotes and teaches good behaviour



## Follow Me Competition



Our winner in the junior section is from Abbeyleix South National School and tells us that she picked the parable of the lost sheep as “when we are lost God always finds us and brings us back”.

In the senior section our winner is from St John the Baptist National School and tells us that he picked the story of Noah and the Ark as it is one of his favourite stories from the Bible.



A full list of prize winners and copies of their entries will be posted on the website.

The standard of entries was extremely high which made picking winners very difficult! There are many very good entries that did not win a prize which we would like to use in the future. When this happens we will issue a book token to the writer.

**Church of Ireland Board of Education (RI)**



# Bullying in the workplace

Also at the NABMSE Conference Jacinta Kitt, a very entertaining speaker, talked about workplace bullying. Jacinta is a Lecturer/Researcher and an Organisational Advisor on creating and maintaining a positive/effective work environment and on awareness and prevention of Workplace Bullying. Jacinta's presentation will also be available on the NABMSE website.

## Some interesting points raised:

Does your anti-bullying policy extend to the adults in the school?

Don't tiptoe around difficult people or try to avoid a problem. Talk about it and listen!

Do you sit in the same place at meetings, do you use the same parking space each day. Examine your own habits and think about doing a 'Paul Jones' periodically.

Don't talk down to people.

Don't talk up to people.

93% of non-verbal messages are destructive.

Toxic relationships are considered to be as major a risk factor for disease and death as smoking, physical inactivity, obesity and high blood pressure – more stressful than financial problems.

Don't take yourself too seriously!

**Don't talk the talk – walk the talk!**

**Between the optimist and the pessimist, the difference is droll. The optimist sees the doughnut; the pessimist the hole!**



AN ROINN DEPARTMENT OF  
OIDEACHAIS AGUS EOLAÍOCHTA EDUCATION AND SCIENCE

**Circulars published since last edition in October 2009**

**Please refer to the actual circular as the following are necessarily abbreviated.**

**0052/2009**

**Revised arrangements for Teachers and Special Needs Assistants liable for Class A PRSI contributions who propose to take Maternity Leave / Adoptive leave**

**0054/2009**

**Cycle to work scheme**

**0057/2009**

**Summer Works Scheme 2010 - Scheme of Capital Grants for Small Scale Works**

**0060/2009**

**Revised procedures in relation to professional competence issues and general disciplinary matters**

**0062/2009**

**Travel Pass Scheme for Teachers and Special Needs Assistants (Tax Saver Commuter Tickets)**

**0064/2009**

**Implementation of full metered water charges from 1 January 2010**

**0066/2009**

**Vaccination Programme for all Children and School Staff against Pandemic (H1N1) 2009**

**0067/2009**

**Rates of Pay for Part-time Teachers 2008/2009, Reconciliation of Payments for Part-time Hours 2008/2009**

## SCHOLARSHIPS

The Incorporated Society for Promoting Protestant Schools in Ireland, 74 Upper Leeson Street, Dublin 4 offers valuable

**HIBERNIAN MARINE SOCIETY**

And

**FOUNDATION SCHOLARSHIPS**

To boys and girls

**Completed entry forms must be received before 31 January 2010**

For details apply to the Headmaster:

**Bandon Grammar School**

**Dundalk Grammar School**

**Kilkenny College or**

**Sligo Grammar School**

## Swimming as a school activity

Sports, games, P.E. and other outdoor activities have long been recognised as a vital part of a child's development and education. Traditionally swimming lessons have been an enjoyable and beneficial part of a child's development.

Where swimming is part of usual school activities the school duty of care extends to all who participate in the activity. Usual school activities vary from school to school, but can be summarised as any activity, usual to a school and carried out with the knowledge and authority of, and under the control of, the Board of Management.

Where swimming is indeed a usual school activity, all those participating are deemed to be in the charge of the school, and the normal school duty of care is in effect. The duty of care extends to transport to and from, as well as the time spent actually at the pool premises.

Duty of care brings with it a responsibility to ensure that adequate supervision is in place. The Board of Management hold this responsibility but it may be delegated in whole or in part to responsible and competent adults. Where the activity takes place during the school day the responsibility lies with the teachers who may be assisted in supervision by adults who have been appropriately trained and vetted. For school activities that take place outside school hours, responsibility may be delegated to a parents association or to a group of volunteer adults.

However, the Board must ensure that proper arrangements are in place to ensure the welfare of all children participating.

**The supervisory arrangements should address at least the following:**

**the numbers in any one group, the age and gender mix, the transport arrangements, the duration of the trip, the suitability of the facilities, the arrangements for dealing with injuries and sickness and the arrangements for returning children to the care of their parents/guardians.**

The requirements of any code or procedure designed to ensure the protection and welfare of children, will also need to be taken into account, particularly in relation to changing rooms and transport.

Organising "school swimming" is not something that should be done by an informal group of volunteers, no matter how well intended. The intention must be placed before the board of management who must formally approve the arrangements, including the plan for supervision, and the roster of supervisors. The board must satisfy themselves that pre planned, orderly supervision by suitable vetted adults is in place before approving the activity.

Where any sporting or non-educational activity takes place outside the school, and is clearly NOT a usual school activity, the duties of care and supervision normally rest with the organisers and not the school.



## Insurance Policy Exclusions

At a time when we are all under pressure to reduce costs, in all aspects of school overheads we are sure that many schools will have looked into the cost of insurance.

Adequate insurance is not only a necessary protection for the school, but also for the school administrators, Board of Management, patrons, trustees and a whole range of school administrative and guidance bodies. This is because these bodies can also be joined in an action against the school and members can even be held personally liable where adequate insurance is not in place.

While we are all in favour of cutting costs wherever possible, we would caution against accepting school insurance policies that carry restrictions, or do not provide a full range of cover.

It is not always easy to compare policy wordings offered by different insurers, and the greatest care should be exercised in ensuring that the range of cover is the same as your existing policy. In particular you should make sure that there are no exclusions in the proposed contract that remove cover

that you already have, despite an offer of a lower premium. Accepting lesser cover for a lower premium could prove to be extremely costly in the long term.

The liability section of school insurance policies can be quite complicated and involved, however you should ensure as a minimum that the policy covers the liabilities of the Patron, the Trustees, the school Board of Management, the directors, the Diocesan Board of Education and the Church of Ireland Board of Education, as appropriate as well as the personal liabilities of the members of the Board of Management.

It is VITAL that there is no exclusion for abuse-related claims anywhere in the policy wording. Claims arising from incidents of abuse can involve the school in ancillary liability and your policy must meet such eventuality. Remember if a claim occurs which is not covered by a policy of insurance the Board of Management is still responsible to satisfy any judgement made against it. If they were required to make any such payment it would reduce any monies available which would have been used for educational purposes.

The full name of the school, other interested parties must be correctly shown as insured under the policy.

We recommend that you check your existing policy to ensure that these points at least are correctly covered, and check carefully any competing policy, rejecting any restrictions or exclusions that reduce your cover.

Of course, best insurance value for money should be sought, but NOT at the expense of any reduction in existing levels of cover, particularly in the more obscure areas of legal liabilities.

It should be a case of "check the cover first – THEN compare the price".



**These articles have been supplied by the Ecclesiastical Insurance office on request. December 2009.**





### Signposting the way...

The publication of Aistear: the Early Childhood Curriculum Framework marks an exciting milestone in early childhood education and care in Ireland. Aistear complements and supports other developments for children under six years including the Primary School Curriculum for infant classes. Read on to find out what Aistear has to offer you.

### What is Aistear?

Aistear is the new curriculum framework for all children in Ireland from birth to six years. It takes its name from the Irish word for 'journey' as early childhood marks the beginning of children's lifelong learning voyage. Aistear provides a framework for learning to support teachers in the planning, preparation and delivery of quality learning experiences to young children including children in junior and senior infant classrooms and children in Early Start Units.

### What is contained in Aistear?

There are four elements to Aistear:  
Principles and Themes describes children's learning and development.  
Guidelines for Good Practice focuses on partnerships with parents, interactions, play, and assessment.  
User Guide gives practical information to help get you started in using Aistear.  
Key Messages summarises important points from research used in developing Aistear.

### How can I get a copy of Aistear?

Aistear can be viewed online on the NCCA website at [www.ncca.ie/earlylearning](http://www.ncca.ie/earlylearning). It is also available on CD-ROM from your local Education Centre.

### The journey ahead...

The NCCA hopes to work with practitioners and children to gather examples of Aistear as it is used in the range of settings including infant classrooms. If you would like to be part of this, please email the Aistear team at [earlylearning@ncca.ie](mailto:earlylearning@ncca.ie).

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**24 Merrion Square, Dublin 2.**

**T: + 353 1 661 7177**

**E: [info@ncca.ie](mailto:info@ncca.ie)**

**W: [www.ncca.ie](http://www.ncca.ie)**

## Secondary Education Committee Grants

An explanatory leaflet on SEC Grants is enclosed with this edition. This leaflet should be photocopied and provided to parents of children in senior classes.



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