



*Pobalscoil na Rosann*  
An Clochán Liath, Co. Dhún na nGall

*The Rosses Community School*  
Dungloe, Co. Donegal

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11/02/20

Dear Parent/ Guardian,

As we approach the midterm break, our Yearheads would like to bring a number of observations to your attention before we return.

The Rosses Community School, as part of our discipline procedures, operate a practice known as **Restorative Justice**. Restorative Justice is a practice that resolves conflict. It promotes telling the truth, taking responsibility, acknowledging harm as appropriate response to conflict and in doing so creates accountability. Restorative Justice promotes and creates a harmonious learning environment.

In the main, we find our students to be highly respectful and positive. We are very proud of our students and the atmosphere that we collectively cultivate in the RCS. However, we would like to take this opportunity to highlight some of the main discipline issues we encounter, in some instances. Breaches of discipline are evident where students are presenting out of full uniform, late to school and to class, and also students signing out of school. Students may only sign out with **a note in their diary or a phone call from parents** to the front office. We would like to ask for your support in tackling these issues for the remainder of the school year.

We would also like to remind parents that students must inform the school office by way of absence notes in their diary of any days missed. This is a requirement of the Department of Education.

In the interest of clarity we have set out the issues overleaf along with the procedures we use to remedy these issues. Restorative justice is paramount in dealing with every issue we encounter.

Thank you for your continued support,

**John Gorman**  
Principal

**Dáire Gillen**  
Deputy Principal



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### Discipline Procedures

#### Classroom Management Issues

- Dealt with by **class teacher**
- **Sanctions imposed by class teacher**

Chewing gum

Homework

Forgotten books/materials

Late to class

Minor behavioural issues

#### White Cards (-5 points)

- Filled by teacher/tutor on **VSware**
- **Monitored** by **Year Head** weekly
- **Sanctions** imposed by **class teacher**

Behavioural issues

Failure to respond to teacher instructions/reprimands

Repeated classroom management issues

Late to roll call - tutor records white card during roll call class

Not in full uniform - tutor records white card during roll call class



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#### Green Card (-10 points)

- Filled by **YEARHEAD** onto **Green Card** and into **VShare**
- Green Card **passed onto Principal & Deputy**
- **Parents notified by text via Year Head**
- **Learning Opportunity** (number of days at discretion of teacher and year head)
- Possibility of Inhouse suspension

Cheating in exam

Inappropriate language

Skipping class

**Using** a mobile phone in school (photographing, snapchat, social media etc)

Graffiti/Damage to school property

Disruption of class

Other incidents at discretion of teacher/year head

3 White Cards from **one teacher** = **Green Card from Yearhead**

3 White Cards from **different teachers** = **Green Card from Year Head**

#### Yellow Card

- **Principal / Deputy Principal and Year Head**
- **Suspension** (Number of days at discretion of management)

Directed cursing

Fighting/Physical outbursts

Bullying

Serious incidents at the discretion of Year Heads and Management



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### Learning Opportunity

Lunch times on Mondays, Tuesdays, Wednesdays and Thursdays (1.35 -1.55)

Students do 1/2/3/4 days (number of days reflect the incident)

Opportunity to reflect on behaviour and impact of that behaviour

Students are assigned work by the reporting teacher

### Sanctions used by class teacher

Talk to student - discuss situation

Teacher uses *Restorative Practices*

Verbal reprimand

Note in student journal - to be signed by parent/guardian

Break/lunch time detention

Additional work

Penalty sheets



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### Merit Awards

Students may also receive merit points. Teachers can award +10 points to a student at any time. This is also recorded on VShare. Students receive these merit points for displaying positive behaviours such as helpfulness, kindness to others, effort in work, sport, music.

We also would like to encourage you to inform our Yearheads directly regarding any instances of bullying or intimidation of a student. We do not tolerate or condone this type of behaviour and aim to deal with bullying reports swiftly and effectively.

If you have any questions in relation to Restorative Justice, please contact the Year Head team through the school office.

1 <sup>st</sup> Year:	Ms Lorraine Coyle
2 <sup>nd</sup> Year:	Mrs Maureen Conlon
3 <sup>rd</sup> Year:	Mr Martin Gibson
Transition Year:	Mrs Michelle Gallagher
5 <sup>th</sup> Year:	Mrs Patricia Graham
6 <sup>th</sup> Year:	Mr Tony Forrestal

For more detail on the above, please refer to our Discipline Policy, available on the school website.

Thank You



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