

CODE OF CONDUCT



LOCHSIDE PRIMARY SCHOOL

CODE OF CONDUCT

This code of Conduct is reviewed annually with the Pupil Voice Group and alterations are made accordingly.

WHY HAVE RULES?

Lochside Primary School is a big place. It has approximately 200 children and a lot of adults work there.

Lochside Primary School is here to help all of us.

To make sure that everyone gets the most out of our time in school, we need to have sets of rules which promote positive behaviour and attitude.

These rules are called "THE CODE OF CONDUCT."

If you follow the Code of Conduct it will help you to:

Be a success at school

Be safe and happy at school

Stay out of trouble at school

SO REMEMBER.....

BE SMART!

BE SAFE!

BEHAVE!



REMEMBER..... BE SMART - BE SAFE - BEHAVE

IN THE CLASSROOM

School is a place where we come to work and learn. It is important that we remember that our time in school is valuable - don't waste it!

1. Respect each other.

Respect each other and try to remember that they are allowed to think differently from you.

The skills which you are learning in school are invaluable. They will help you now and in the future. If there is anything happening in class which you are unsure about, **ask the teacher or another adult** for help.

2. Listen carefully and work quietly in class.

If you have to work with your neighbour or a group talk **QUIETLY** to one another and listen carefully.

3. Keep your class tidy.

Look after your books and jotters. Make sure that your table and tray are always clean and tidy. Put things back where they belong. Pick up any litter from the floor.

4. Look after your belongings.

Take care of your own things. Have a pencil case for your pens, rubber and sharpener. Keep your money in a purse or a wallet and keep it with you: **NEVER** leave it in your jacket or bag. Take it to your class to keep it safe. Please write your name on it so that if you lose it we know who it belongs to. **NEVER** touch

anything that does not belong to you and **do not** bring valuables to school e.g. jewellery, mobile phones etc. If you have to bring these can you please leave them in the office for safety. The school will not be responsible for anything which you bring to school with you.

ALWAYS THINK OF OTHERS!



AROUND THE SCHOOL

1. Always walk - Don't Run

The open areas, cloakrooms, staircases and the hall can be very busy at times.



If you run, you will be in danger of hurting both yourself and others. Please try to keep to the left hand side when walking through the school to reduce congestion.

2. Keep noise down.

With lots of people in the school it can get very noisy. Walk quietly around the school and talk quietly particularly in the dining room.

3. Play Safe Games.



Do not be a danger to yourself and others by pushing, fighting and rushing around madly. If you do

It may lead to fighting.

It may encourage bullying.

It may spoil other people's games.

It may frighten other children.

It may lead to children being hurt.

It may make the playground an unpleasant place to be.

Play quietly and sensibly with your classroom's indoor games.

Remember Out Door Buddies are there to help if you need it.

4. Stay in your Classroom during wet play interval.



Stay in your own classrooms during wet breaks. Be sensible and you will find that it can be just as much fun as being outside.

Each class has Wet Play Helpers - please listen to them. They are there to help you.

5. Always do what the Janitor and other Playground Staff tell you.

It is the Janitor's job to look after you in the playground during playtimes and in the classroom during wet breaks. If you have a problem or if you get hurt go to him. **He will help you.**

1. Do what you are asked to do.

Always listen to what the adults in school tell you. We all care about you. We will try to listen to you but remember, it's not just what you say but how you say it that is important.



REMEMBER.....

BE SAFE!

BEHAVE!

HEALTH AND SAFETY

TAKE CARE OF PROPERTY

Never damage or deface the school. This is **VANDALISM!**

This is a

Community School and belongs to everyone. Do everything that you can to look after it. It is paying for damage to the school and our equipment that stops us buying more interesting things for your class.

Always find a safe place to play in. Falls from high places can cause serious injury. The janitor will let you know where you can play safely.

Children can be hurt accidentally when something is thrown. There are lots of children in our playground so please be careful. School equipment is always safe if used properly. Please check with an adult before you use something.

KEEP OUT OF DANGER

If you find broken glass or anything dangerous report it to the janitor immediately. **DO NOT TOUCH IT!**

KEEP THE SCHOOL LITTER FREE

PERSONAL SAFETY

Always remember to wash your hands after you have been to the toilet.

When coming to and from school wherever possible try to come with a friend. Primary 1 and 2 children should come to school with an adult.

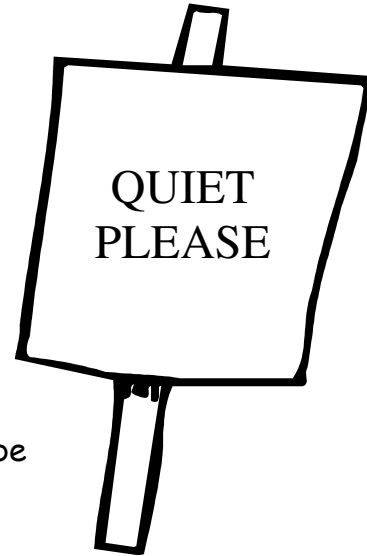


LINES AND CLOAKROOMS

Good behaviour in lines and cloakrooms is very important.

Here are some rules for you to follow:

- Always line up quickly and sensibly in your class line when the bell rings.
- Pushing or jostling in the line can lead to someone being hurt - BE CAREFUL
- Always wipe your feet before entering the school.
- Always hang your bag and coat on **your** peg.
- Remember to keep your cloakroom tidy.
- Keep your money with you. Snack and lunch money should be taken to the dining room at break time.
- Always get changed quickly and quietly.
- Respect other people's property.
- If you lose something remember to check the lost property area which is on the table at the back of the hall.



Teachers will collect the children promptly when the bell goes.

OUR TOILET AREAS

- Be sensible here and use them properly.
- Always remember to wash your hands after using them.



REMEMBER.....

BE SMART!

BE SAFE!

BEHAVE!

BE ORGANISED FOR SCHOOL

DRESS CODE:

Everyone is asked to wear school clothes and keep sports and fashion clothes and the wearing of make up, for outside school. The most important reason is that it shows that you belong to Lochside Primary School and that you are proud of the school you have created.

It is a fact that schools where children wear the dress code have higher standards in achievement. Wearing school clothes show that you want to do your best.

Lochside School Uniform

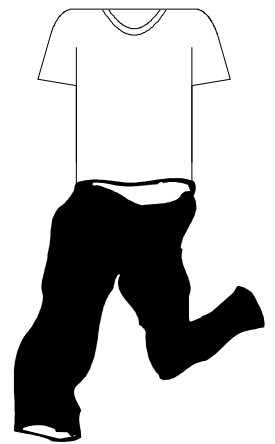
Black sweatshirts [either school sweatshirt or plain.]

Plain Black or grey trousers / skirts.

White shirt or polo shirt.

Sensible school shoes.

A suitable outdoor coat



P.E. & GAMES

This is a very active part of your schooling and you need a change of clothes in order to take part. Shorts, leggings, a change of top / T shirt and gym shoes are all needed to be able to do P.E.

Please ensure that you have suitable clothing on the days you have P.E. or sports. Why not bring your PE kit on a Monday and keep it in school until Friday - that way you won't forget.

Jewellery is not allowed for PE due to the dangers this can present. Small stud earrings can be worn however they must be covered with something like an elastoplast for protection.

Football tops can be worn in school for PE so long as they are not advertising anything. If they are advertising then they need to be worn inside out.

BE SMART! BE SAFE! BEHAVE!

AND..... SPEAK UP AGAINST BULLYING.!!



BULLYING

WHAT IS BULLYING?

"It is when someone persistently deliberately hurts, threatens or frightens someone else."

BULLYING USUALLY MEANS:

Punching

Kicking

Hitting

But it can also mean:

- Name calling, teasing, threatening, put downs or taunting.
- Being hit, tripped, poked or kicked
- Having belongings stolen or damaged
- Being ignored, left out or having rumours spread
- Receiving abusive text messages or e-mails
- Behaviour which makes people feel like they are being bullied
- Being targeted because of who you are or who you are perceived to be
- Making hurtful comments about a child and their family.
- Taking someone's belongings or money.
- Damaging another's school work or belongings.
- Forcing others not to play with someone else.

This is not an exhaustive list. It is important to consider impact, intent and persistence.

WE MUST ALL WORK TOGETHER TO MAKE SURE THAT THIS DOES NOT HAPPEN AT LOCHSIDE PRIMARY SCHOOL.

TWO RULES FOR DEALING WITH BULLYING:

1. **If you are being bullied - SPEAK UP! TELL SOMEONE - Your Teacher, your Mum, a Playground Assistant, a Buddy
.....Someone!**
2. **If you see someone else being bullied - SPEAK UP! TELL AN ADULT - your Teacher, your Dad, the Janitor, the Head Teacher.**

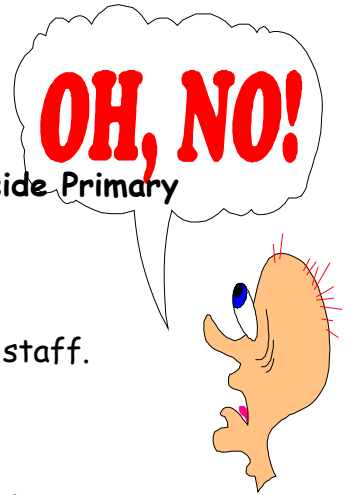
SO REMEMBER.....

SOCIABLE PEOPLE WHO ARE FULFILLED, HAPPY AND SECURE IN THEMSELVES.

DANGER SIGNS

Children who do not follow the Code of Conduct at Lochside Primary School can expect the following:

1. To be spoken to by the teacher or other member of staff.
2. To lose house points



Where children do not respond to this they will be given:

3. The Golden Skills activities reward for good behaviour will be decreased accordingly.
4. Class Reward Time will decrease accordingly.
5. Children will be sent to a member of the SMT.
6. A punishment exercise will be given. It will explain on it why the punishment has been given. It should be done at home, signed and discussed with by a parent and returned to school the next day.
7. A letter will be sent home asking you to come in and discuss your child's behaviour with the class teacher.
8. If you fail to respond to the above it may lead to your child being excluded. We do not want to do this!

Children are never just 'bad.'

School staff and parents need to work closely together to ensure that children respond positively to the above measures should the need occur. It is the behaviour which is considered 'bad' not the child.

CHILDREN ARE PRECIOUS!

WHEN PARENTS AND SCHOOL WORK CLOSELY TOGETHER, WE CAN ENCOURAGE OUR CHILDREN TO GROW INTO INDEPENDENT,



AND FINALLY.....



HERE ARE SOME GENERAL RULES

STAY IN SCHOOL

Never leave the playground area unless you have permission to do so - it can be very dangerous to wander away.

USE THE CROSSING PATROL

All pupils and parents should use the crossing patrol.

ALWAYS BE POLITE

Always be polite to everyone - remember the 'magic' words *please, thank you, sorry and excuse me.*

TREAT OTHERS PROPERLY

We all like to be listened to and treated fairly, so treat other people the way that you would like to be treated yourself. That way we can all work together and **LOCHSIDE PRIMARY SCHOOL** can be a good place to be.

REMEMBER:

BE SMART!

BE SAFE!

BEHAVE!

So That We Can All Be Happy In School