

Norton College (Worcester) Limited and Norton College (Tewkesbury) Limited (the College)

Behaviour Policy and Student Code of Conduct

Statement of intent

The Behaviour Policy and Student Code of Conduct is built around the importance of 'Kindness and Warmth' and 'Compassion' and is designed to be supportive and non-confrontational in its response.

Students are expected to engage in positive and purposeful behaviours that will allow them to function effectively as confident purposeful adults who are able to take up their rightful place in society.

Date policy last reviewed: 03.12.21
Date for next review: annually

Signed by:

R Kenny	Executive Headteacher	03.12.21
<u>J Powell</u>	Board of Directors	Date: <u>03.12.21</u>

1. Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Education Act 1996
- Education Act 2002
- Equality Act 2010
- Education and Inspections Act 2006
- Health Act 2006
- Voyeurism (Offences) Act 2019
- The School Information (England) Regulations 2008
- DfE (2016) 'Behaviour and discipline in schools'
- DfE (2021) 'Keeping children safe in education 2021'
- DfE (2021) 'Sexual violence and sexual harassment between children in schools and colleges'
- DfE (2018) 'Mental health and behaviour in schools'
- DfE (2015) 'Special educational needs and disability code of practice: 0 to 25 years'
- DfE (2013) 'Use of reasonable force'
- DfE (2018) 'Searching, screening and confiscation'

2. Aim

2.1 Students will be shown how to develop the crucial skills of resilience and tolerance of others and to understand the importance of being able to 'put things right' rather than 'making things worse'.

2.2 Students will be given the opportunity to become competent at self-regulating their emotions and will be aware of how their behaviour can impact onto others.

2.3

While students attend Norton College we provide the opportunities for them to develop and achieve the skills, resilience and qualifications for an effective and purposeful family life, working life and life in society.

3. Managing Behaviour

3.1 Instances of unacceptable behaviour are taken seriously and dealt with immediately.

The Pastoral Manager will keep a record of all reported incidents.

After an initial incident of negative behaviour, the following steps are followed:

The Pastoral Manager investigates the incident and decides whether it constitutes unacceptable behaviour.

The Pastoral Manager (and/or staff immediately involved) will use de-escalation techniques, distraction, guiding away and helping the student to put things right.

The student may require an alternative on or off-site activity.

This incident of behaviour is logged in the notes for afternoon briefing and is entered onto CPOMs.

The Pastoral Manager will seek advice from SLT if the incident continues or is more serious.

Parents/carers will be informed if the behaviour is serious or repeated on a number of occasions.

The school will ensure that all discipline is reasonable in all circumstances, and taking into considerations each student's needs.

3.2 Positive staff-student relationships

Positive staff-student relationships are key to combatting unacceptable behaviour. The College focusses heavily on forming these relationships to allow staff to understand their students and create a strong foundation from which behavioural change can take place.

3.3 De-escalation strategies

Where negative behaviour is present, staff members will implement de-escalation strategies to diffuse the situation. This includes:

Appearing calm and using a modulated, low tone of voice

Using simple, direct language.

Avoiding being defensive, e.g. if comments or insults are directed at the staff member.

Providing adequate personal space and not blocking a student's escape route.

Showing open, accepting body language, e.g. not standing with their arms crossed.

Reassuring the student and creating an outcome goal.

Identifying any points of agreement to build a rapport.

Offering the student a face-saving route out of confrontation, e.g. that if they stop the behaviour, then the consequences will be lessened.

3.4 Positive Physical Handling

Physical restraint will only be used as a last resort and as a method of restraint. Staff members will use their professional judgement of the incident to decide whether physical intervention is necessary. The situations in which physical restraint may be appropriate are detailed in the Positive Handling Policy.

4. Putting things right

4.1 Rather than build barriers, the college has elected to remove them and place a greater emphasis on restoring good order and putting things right. This is often initially very difficult for a young person but incredibly rewarding when the skill is mastered.

4.2 Students who demonstrate negative behaviour or breach the student code of conduct will be given supportive opportunities to de-escalate their negative behaviour. This may be:

- Working with a different tutor or member of the pastoral team
- Changing activity (this may be an off-site activity)
- Time with a member of SLT to resolve situations and find a positive outcome

Students are then supported to put things right with the other student(s).

5. Student Rewards System

5.1 Each student will accumulate rewards based off the number of academic and vocational sessions and activities completed each week.

5.2 Students can earn a maximum of £5.00 per week.

5.3 Furthermore, if a student has met his or her targets for the week they are able to do a job around College on Friday for an additional £5.00. Such jobs may include for example - litter picking, painting, garden maintenance and general jobs that benefit the College community.

6. Bespoke learning packages for students

6.1 It is recognised that some students will experience difficulty accessing the curriculum in the normal manner within the classroom and may require alternative packages. These may be set up to allow the student to receive their education and to be successful at college.

6.2 These packages are flexible in their approach and will be used to increase self-esteem whilst either working towards full-time education or as a full-time alternative to college based learning.

6.3 Bespoke learning packages may include elements of 1:1 work as appropriate and may be in the form of:

- Home tuition/Outreach programme
- Other college link courses
- Work experience or vocational learning
- Twilight sessions (students can attend after the other student's day ends to access a quieter, more focused environment)

7. Exclusions

7.1 More serious or continued behaviour which shows no sign of positive improvement will result in a meeting being called with parents/carers and social workers (where there is social care involvement) so that concerns may be addressed.

7.2 Exclusions from the College for fixed periods may be used should behaviour continue to be unacceptable or unsafe. Permanent exclusions will always be considered as a last resort.

8. Controlled substances

8.1 The College has a zero-tolerance policy on illegal drugs, legal highs and other controlled substances. Where incidents with students related to controlled substances occur, SLT would decide if the student's placement would be ceased. The College regularly works with controlled substances dogs to ensure that these are not brought onto the premises.

8.2 The Head of School, and members of the SLT, have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. The prohibited items are:

- Knives or weapons.
- Alcohol.
- Illegal drugs.
- Stolen items.
- Fireworks.
- Pornographic images.

Any article that the member of staff reasonably suspects has been, or is likely to be, used:

- To commit an offence; or
- To cause personal injury to any person, including the student themselves; or
- To damage the property of any person, including the student themselves.

9. Behaviour off school premises

9.1 Students at the College must agree to represent the College in a positive manner. The guidance laid out in the Student Code of Conduct applies both inside College and out in the wider community.

9.2 Any bullying witnessed outside of the College premises and reported to a member of staff, will be dealt with in accordance with the school's Anti-Bullying Policy.

9.3 Complaints from members of the public about the behaviour of students from the College are taken very seriously and will be dealt with in accordance with the Complaints Procedures.