



CHOICES COLLEGE
STEPS TO SUCCESS



Choices College – Behaviour Policy

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1. Introduction

- 1.1. This policy sets out the standards and expectations of behaviour of all students and to support staff when challenged by unacceptable behaviours exhibited by individuals or groups of students.

2. Purpose

- 2.1. The aim of this policy is to outline the expectations we have of student behaviour and the consequences of failing to meet those expectations.
- 2.2. The policy will demonstrate the commitment of the College to support good behaviour and self-discipline to maintain effective learning. This Policy will:
 - 2.2.1. Provide a consistent approach to behaviour management.
 - 2.2.2. Define what we consider to be unacceptable behaviour, including bullying and discrimination.
 - 2.2.3. Outline how students are expected to behave.
 - 2.2.4. Summarise the roles and responsibilities of different people in the College with regards to behaviour management
 - 2.2.5. Outline our systems of sanctions.

3. Scope

- 3.1. The principles in this policy apply to all students across the College.

4. Definitions

- 4.1. **Misbehaviour** is defined as:

- 4.1.1. Disruption in lessons, in communal spaces, and at break and lunchtimes
- 4.1.2. Non-completion of classwork or homework
- 4.1.3. Poor attitude
- 4.1.4. Incorrect workwear/clothing

- 4.2. **Serious misbehaviour is defined as:**

- 4.2.1. Repeated breaches of the College rules
- 4.2.2. Any form of bullying
- 4.2.3. Sexual violence, such as rape, assault by penetration, or sexual assault (intentional sexual touching without consent)
- 4.2.4. Sexual harassment, meaning unwanted conduct of a sexual nature, such as:
 - 4.2.4.1. Sexual comments

- 4.2.4.2. Sexual jokes or taunting
- 4.2.4.3. Physical behaviour like interfering with clothing
- 4.2.4.4. Online sexual harassment such as unwanted sexual comments and messages (including on social media), sharing of nude or semi-nude images and/or videos, or sharing of unwanted explicit content.

- 4.2.5. Vandalism
- 4.2.6. Theft
- 4.2.7. Fighting
- 4.2.8. Smoking
- 4.2.9. Racist, sexist, homophobic or discriminatory behaviour
- 4.2.10. Possession of any prohibited items. These are:

- 4.2.10.1. Knives or weapons
- 4.2.10.2. Alcohol
- 4.2.10.3. Illegal drugs
- 4.2.10.4. Stolen items
- 4.2.11. Tobacco and cigarette papers
- 4.2.11.1. Fireworks
- 4.2.11.2. Pornographic images
- 4.2.11.3. Any article a staff member reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the student)

4.3. Bullying

- 4.3.1. Please see separate Antibullying policy for the agreed definition of bullying.

5. Principles

5.1. Shared Values

- 5.1.1. Shared values, fair and consistent application of rewards and sanctions, and excellent teaching and support are pivotal to promoting positive behaviour and raising achievement.
- 5.1.2. Choices College is committed to ensuring that our college environment supports learning and promotes the wellbeing of students and staff through a strong sense of unity. The role of the College is to create a safe and secure environment for all students so that they can reach their full potential.
- 5.1.3. Our behaviour principles are encapsulated by the '3 Rs' approach. Students are expected to adhere to the '3 Rs' in the classroom, the workplace, anywhere on college premises and during such off-campus activities as field trips and community projects. All staff are expected to remind students

and define clear expectations throughout the year. Tutors are responsible for managing behaviour in the classroom, but all college employees provide a supportive presence to promote positive behaviour.

5.1.4. Choices College staff and students are expected to demonstrate the ‘three ‘Rs’

- Respect
- Responsibility
- Ready to Learn

5.2. Respect

5.2.1. Show Respect:

- For knowledge and learning
- For yourself, towards staff and other students
- For the opinions, feelings and abilities of other students and staff
- For the diversity of students
- For the college and its property and facilities
- By discouraging bullying or harassment of others

5.3. Responsibility

5.3.1. Demonstrate a passion for learning by:

- making a positive contribution in class, in the workplace and on other College activities
- showing commitment to learning
- displaying a “Will Do” attitude
- handing work in on time
- attending all education classes

5.4. Ready to Learn

5.4.1. Be a student role model by:

- being on time (every time) and motivated to learn
- taking part in college groups
- acting as an ‘Ambassador’ for the College
- responding positively to feedback on how to improve the quality of work or behaviour at college.
- thinking about the future and how your studies will support this.
- taking responsibility for yourself and making the most of opportunities to improve English and maths skills, to be ‘work-ready’.

6. Roles and Responsibilities

6.1. The College Lead

- 6.1.1. The College Leads are responsible for reviewing this behaviour policy and will also approve this policy.
- 6.1.2. The College Leads will ensure that the College environment encourages positive behaviour, and that staff deal effectively with poor behaviour and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently.

6.2. Staff

- 6.2.1. Staff are responsible for:
 - Implementing the behaviour
 - Modelling positive behaviour
 - Providing a personalised approach to the specific behavioural needs of students.
 - Recording behavioural incidents
 - The senior leadership team will support staff in responding to behavioural incidents.

6.3. Students

- 6.3.1. Choices College expects all students that are on work experience/internship placements and at college to behave in the following way:
 - Behave professionally, in an orderly and self-controlled way on placement and in college.
 - Refrain from behaving in a way that brings the College into disrepute, including when outside College.
 - In class, make it possible for all students to learn.
 - Think about the customers, clients, patients, and visitors when you are at work and think about what you say and how it is said.
 - Show respect to members of staff and each other.
 - Show respect to staff by listening and following instruction.
 - Be on time and follow sickness lateness rules.
 - Dress professionally at all times.
 - Wear your ID badge at all times at college and placement.
 - Report any accidents or incidents that you are involved in, or witness to your tutor or mentor, no matter how minor they are.
 - Treat the College and placement buildings and property with respect.

7. Policy Detail

7.1. Behavioural Management

- 7.1.1. Any student who does not meet the College expectations of student behaviour will be supported to do so through the Behaviour Development

plan ([Appendix 1](#)). Every attempt is made to enable the student to behave in a positive manner building their self-esteem and developing their self-discipline. A student who is consistently unable to meet these expectations and the targets of the Behaviour Development plan or who displays unacceptable behaviour may be subjected to sanctions which could include temporary or permanent exclusion from the College.

7.2. Student Support

7.2.1. The College recognises its legal duty under the Equality Act 2010 to prevent students with a protected characteristic from being at a disadvantage. Consequently, our approach to challenging behaviour may be differentiated to cater to the needs of the student.

7.2.2. Where necessary, support and advice will also be sought from specialist professionals and practitioners and/or others, to identify or support specific needs.

7.3. Safeguarding

7.3.1. The College recognises that changes in behaviour may be an indicator that a student is in need of help or protection. We will consider whether a student's misbehaviour may be linked to them suffering, or being likely to suffer, significant harm. Where this may be the case, we will follow our safeguarding policy.

8. Staff Training

8.1. Our staff are provided with training on managing behaviour, as part of their induction process.

8.2. Behaviour management will also form part of continuing professional development.

9. Arrangements for Review

9.1. This policy will be reviewed no less frequently than every two years. An earlier review will be carried out in the event of any relevant changes in legislation, national or local policy/guidance, organisational change or other circumstances which mean the policy needs to be reviewed.

If only minor changes are required, the author has authority to make these changes. If more significant or substantial changes are required, the policy will need to be reviewed before final approval.

10. Executive Summary

Since April 2023, Choices College has been part of NHS England and as such, this policy should be read in conjunction with the relevant and associated NHS England policy/policies.

11. Associated Policies, Guidance and Documents

Associated Policies:

- Safeguarding Policy
- Fit to study Policy
- Choices College Anti-Bullying Policy
- Complaints Procedure Policy
- Choices College and NHSE Values and Behaviours Policy

Associated Guidance:

This policy is based on advice from the Department of Education (DfE) on:

- [Behaviour and discipline in Education](#)
- [Searching, screening and confiscation in Education](#)
- [The Equality Act 2010](#)
- [Keeping Children Safe in Education](#)
- [Use of reasonable force in Education](#)
- [Supporting students with medical conditions at Education](#)
- It is also based on the [special educational needs and disability \(SEND\) code of practice](#).

In addition, this policy is based on:

- Section 175 of the [Education Act 2002](#), which outlines a school's duty to safeguard and promote the welfare of its students.
- Sections 88-94 of the [Education and Inspections Act 2006](#), which require schools to regulate students' behaviour and publish a behaviour policy and written statement of behaviour principles, and give schools the authority to confiscate students' property

Appendices

Appendix A



Choices College Behaviour Development Plan



The aim of this Behaviour Intervention Plan is to provide a person-centred approach to supporting the learner in developing strategies that will help the learner recognise and understand their behaviour, and engage in agreed actions to aid sustainable behaviour change.

The objective of the plan is:

- To focus on the identified behaviours.
- To set specific targets for change.
- To apply behavioural interventions that will be manageable and valuable to the learner.
- To monitor changed behaviours.
- To recognise and reward positive behaviour change.

Name:

..... has given consent for the information in this plan will be shared with college staff, work placement staff [mentor/manager] and parents.

Behaviour	Specifics of behaviour	Target understood by student and review date agreed. (Add any comments re additional support identified to support EP to achieve target if applicable)	Progress made against each point Yes or No Please add comments if applicable.	Signed off by my mentor and EP. Add date.

Development area	Specific target	Support needed to reach this target	Comments	Signed off by mentor when complete.