

# UPPINGHAM COMMUNITY COLLEGE

## BEHAVIOUR POLICY

Date reviewed – January 2016

### Aims

To achieve our overall objectives of raising standards through high quality teaching and learning, it is essential that Uppingham Community College retains a calm, purposeful and co-operative atmosphere. This policy, with related documents, provides the framework for these aims and purposes. It observes the statutory requirement of the Education Act 1997, related DfEE circulars and appropriate Health and Safety regulations.

### Principles

- Uppingham Community College believes in the right of every member of the college community to be able to learn or work in a safe, courteous, stimulating and happy environment, without feeling threatened or uncomfortable.
- The College acknowledges and rewards good behaviour which contributes to the positive ethos of the College and/or enhances learning in the classroom.
- All staff strive to praise students, such that this far outweighs criticism and punishment.
- The College will not accept any behaviour which could cause distress to **any** member of the College community and/or prevent learning from taking place.
- The consequences of good and unacceptable student behaviour are clearly understood by students and parents.

### Expectations

All students at Uppingham Community College are entitled to an education that challenges them to achieve their potential. It is expected that **all** members of the College community will accept these points.

- It is essential that every one of us is:

<b>courteous and considerate:-</b>	being polite, helpful and making sure we respect each other as individuals.
<b>friendly and co-operative:-</b>	getting on with each other and working together.
<b>honest and responsible:-</b>	being truthful, reliable and responsible for our actions.
- What this means in practice is that students are expected to:-

<b>be hardworking:-</b>	make the most of opportunities for learning.
<b>be prepared:-</b>	have all the necessary equipment.
<b>be responsible:-</b>	leave classrooms ready for others and for the next lesson.
<b>respect the environment:-</b>	take care of the buildings and surroundings, and consume food only in the designated areas.
<b>be punctual:-</b>	arrive at college and lessons on time.
<b>move around in an orderly way:-</b>	keep to the left in corridors, whenever practical, avoid running, and hold doors open for others.

## **Learning to Behave**

Students do not behave well simply because we expect them to. At Uppingham Community College, we use the following opportunities to teach or promote good behaviour:

- assemblies
- the PSHE programme
- Through subjects which encourage co-operative group work or reflection on personal issues.
- From the example set by teachers.

## **Rules**

### **a) CLASSROOM EXPECTATIONS:**

The College's expectations are set out in a Classroom Code, which is visible in every classroom and included in the Student Planner:

Classrooms, including labs, workshops and the sports hall/gym, are your places of work. Just as in any factory or office, there needs to be clearly understood rules and expectations to allow everyone to work successfully, safely and enjoyably:-

#### **1. Start of Lessons:**

- Come to lessons with all the equipment you need.
- Enter rooms sensibly and go straight to your work place (for certain rooms, you must wait outside for the teacher).
- Take off and put away any outdoor wear (not on your desk).

#### **2. During lessons:**

- Work sensibly with your classmates – do not distract them, annoy them or stop them from working
- Listen carefully to what the teacher tells you
- If you arrive late without justifiable reason you can expect to be detained for the time you missed to make up the work
- Homework must be recorded in your planner
- Eating, drinking and chewing are not allowed – if caught you will have to empty your mouth
- The use of mobile 'phones is not allowed – if they disrupt any educational activity they will be confiscated
- You must not leave a lesson without a note from your teacher (or signed notification in your Planner)

#### **3. End of lessons:**

- The bell and the clock are not signals for you – they are for the information of your teacher.
- Leave your workplace tidy – as you would expect to find it at the start of the lesson.

**Remember:**

Most important of all, teachers are in the position of parents/guardians while you are in college. In particular, this means:-

- There is no excuse for rudeness, disrespect or insolence towards teachers.
- Co-operate with requests from teachers – they should be carried out at once and without argument.

**b) MOVEMENT AROUND THE BUILDING**

Students, staff and visitors are encouraged and requested to keep to the left in corridors (wherever possible: the design of the building prevents this being a hard-and-fast rule). Running in the corridors is not permitted. Students should remain in a place of study during lesson time

**c) ILLEGAL OR DANGEROUS SUBSTANCES OR ITEMS:**

There are a number of substances or items which should not be brought on to the college site. If a student is caught with one of the following in her/his possession, it will be confiscated, parents will be informed, the Police may be informed (in the cases of weapons or illegal substances) and the student may be excluded.

Illegal substances

Weapons (including any form of firearm, knives and laser pens)

Alcohol

Cigarettes, tobacco, cigarette lighter or matches

Chewing gum, although neither dangerous nor illegal, is also not permitted.

**d) VALUABLE ITEMS:**

Students are discouraged from bringing any valuable item or large sums of money to college, as the College will not accept responsibility for its loss.

**Rewards**

Achievements are also celebrated in newsletters, success assemblies, postcards home commendations and merits.

- **Letters Home**

Occasionally, letters are sent to parents of those students whose efforts have made a great impact on self-esteem and motivation; letters acknowledging such achievements can be initiated by the Tutor, Head of House, teaching staff or Senior Leadership Team

- **Reports and Parents Evenings**

These provide the opportunity to discuss, acknowledge and celebrate an individual student's progress with Parents.

**UNACCEPTABLE BEHAVIOUR – IT IS IMPORTANT THAT STUDENTS AND PARENTS BE AWARE THAT CERTAIN BEHAVIOUR PATTERNS ARE NOT ACCEPTABLE AND WILL MEET WITH SANCTION.**

Unacceptable behaviour may take many forms but will certainly include (without limitation):-

- Bullying – physical or otherwise
- Defiance of the authority of school and staff
- Violence
- Having dangerous/illegal/inappropriate items on the school premises

- Disruption
- Racism
- Having or using banned substances, including alcohol

These may manifest themselves in a wide variety of ways which will include foul or abusive language, deliberately flouting the school's rules, vandalism, truancy from school or individual lessons.

Where appropriate, the school may report an individual incident to the police.

NB Physical restraint – while the Governors oppose the use of any violence in school, in accordance with the law, a member of staff may use sufficient physical force to restrain a student who is about to harm him/herself or others, commit an offence or damage property.

### **Sanctions**

Uppingham Community College has high expectations of students in both academic and social development. These expectations are clear in terms of behaviour, and any behaviour which disrupts the learning of other students or constitutes a breach of the College's rules, will have clear consequences.

A hierarchy of sanctions is given below. As a general principle, incidents should be resolved at the lowest possible rung on the hierarchy. However, each incident will be judged on its merits, taking into consideration the situation and the circumstances of the student concerned. An important principle which underpins a sanction is that punishment alone does not cause behaviour modification: every sanction must include or be followed by some reflection as to what would have been appropriate behaviour or alternative ways of behaving.

### **Classroom Intervention**

- a student may be given a verbal warning by the teacher, which may be recorded
- a student may be asked to see the class teacher after the lesson or in their own time to discuss the problem
- a student may be asked to leave the room for a short 'cooling-off' period
- a student may be moved to a different seat within the room
- a student may be given a personal detention by the class teacher at break or lunchtime
- the teacher may contact parents or guardians

### **Persistent Classroom Disruption**

- a student may be referred to the Head of Department
- a student may be moved to another lesson to continue with work
- a student may be referred to the Duty Officer

(NB For the level of disruption which results in further sanctions beyond the class teacher, parents or guardians will be informed)

### **Serious Misbehaviour or Breaches of College Rules**

These sanctions apply to significant classroom disruption or misbehaviour, or to poor conduct around the site.

- a student may be given a College lunchtime detention
- a student may be given an after-college detention, with due notice
- a student may receive a day's 'internal suspension', isolated from lessons, but with work to do under staff supervision
- a student may receive a fixed term exclusion from College, with College work provided

- in extreme cases, and rarely, a student who has committed persistent disruption or an extremely serious breach of the College's discipline code may be excluded permanently.
- In the event of exclusions, the college observes the regulations set out in DfEE Circular 10/99.

### **Communicating the Policy**

- This policy is available to parents on request
- Key sections of the policy relating to classroom expectations and sanctions are simplified and displayed in classrooms.
- Similarly, an abridged version of the college's rules is placed in the Student Planner.

### **Related Policies**

Race Equality Policy  
Anti Bullying Policy