



UTC OXFORDSHIRE

Behaviour for Learning Policy

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Introduction

UTC Oxfordshire (UTC) endeavours to provide a safe learning environment in which students can both feel and be safe, enjoy and achieve. UTC recognises the inter-relationship between providing high quality teaching and learning opportunities and a stimulating learning environment can on promote positive learning behaviours and good order. UTC Oxfordshire's behaviour management strategy emphasises positive strategies and a range of interventions in order that the UTC's environment is one of cooperation, respect and shared responsibility. Behaviour is never somebody else's responsibility, it is the responsibility of all staff at UTC Oxfordshire.

To achieve these outcomes teachers and other UTC employees will be supported so they are skilled at managing and improving students' behaviour. The Principal and Senior Leadership Team will help to create a culture of respect by reinforcing and making explicit the desired standards of behaviour and by supporting their employees' authority to discipline anti-social and disruptive behaviours, and the students who exhibit such behaviours, ensuring that this happens consistently across UTC Oxfordshire.

Aims

To achieve our aims employees at UTC Oxfordshire will:

- Provide a safe, welcoming environment
- Place the emphasis on learning and teaching
- Recognise, praise and reward appropriate behaviour
- Ensure early intervention of any and all appropriate behaviour
- Ensure students follow UTC's expectations at all times
- Take responsibility for behaviour initially – seeking support/advice when required
- Ensure sanctions are in proportion to the nature of the incident and the circumstances/ needs of the student
- Work in partnership with parents and carers.

Positive Reinforcement and Rewards

The UTC recognises the power of making explicit the desired standards of behaviour for learning and of positively reinforcing high standards of learning and co-operative behaviours. This has both the impact of teaching and reinforcing expected behaviours and a motivational role in helping students to realise that good behaviour is valued. Recognising and rewarding positive attitudes and learning behaviours are central to the promotion of good behaviour and good order.

The following should underpin all of our interactions with students and each other. The UTC Oxfordshire code of conduct shall be on display in and around working areas throughout the UTC and states:

Being courteous;

- respect each other
- being polite to each other
- listen without talking
- Follow instructions on first request

Confident impressions;

- Take pride in your work
- Make a good impression
- Be on time
- Be equipped
- Be well dressed

Professional;

- Make progress every day
- Have a positive impact (on yourself and others)
- Complete all work to the best of your ability
- Reflect and respond to feedback with a “can-do” attitude

Our success is tested not by the absence of challenges but in the way we address them.

UTC Oxfordshire uses a range of rewards and positive reinforcement strategies. Examples of these include:

- Praise and positive behaviour points
- Feedback on work and electronic documents
- Certificates
- Celebration events
- Phone calls / letters / emails.



By these means UTC seeks to motivate students, create a positive learning environment, raise student self-esteem, and provide systems which can be used by all staff to contribute to raised levels of achievement.

Business Dress, Conduct and Behaviour around the Building and Out of Lessons

Students are expected to behave and conduct themselves in a manner which respects themselves and others. This applies to use of language, to the way in which they act and behave and to the manner in which they respond, all of which should demonstrate courtesy and consideration. The aim is for them to make a confident impression and act professionally at all times.

Positive behaviours include setting high standards by wearing correct business dress, having appropriate hair colouring/styles and moving in a manner which is orderly and respects the health and safety of others. UTC Oxfordshire reserves the right to correct inappropriate or incorrect items of business dress and appearance by making contact with parents or by sending students home with notice to change.

Behaviour in Lessons

All students are expected to display behaviours which show a respect for their own learning and the learning of others. This includes arriving for lessons on time, equipped for learning. In class they are required to demonstrate positive learning attitudes and to allow others to learn, free from disruption. In line with the UTC's belief in positive reinforcement, students who display positive learning behaviours should receive praise and recognition. Adverse behaviours, and students displaying adverse behaviours, will be corrected in line with UTC's range of disciplinary sanctions. Additional to the types of behaviours which place a student at risk of exclusion, poor learning behaviours include a lack of effort, a lack of work, failing to complete homework, off task behaviours which interrupt the learning of others and demonstrating challenge or a lack of co-operation.

Disciplinary Sanctions

Dependent on student age and the nature of the offence, UTC will use a range of strategies to correct student behaviour. The range of sanctions include:

- Informing students of the errors of their ways and supporting correction
- Restorative justice (reconciliation)
- Making good the missed work
- Loss of independent learning time

- Removal from the lesson to work under supervision elsewhere
- Being placed on report
- Setting improvement targets
- Behavioural contract
- Use of off-site intervention provision
- Internal exclusion
- In line with UTC Oxfordshire's Exclusion Policy, use of external exclusion.

This list is not intended to be exhaustive or serve as a hierarchical list but serves as illustration of sanctions used.

Monitoring, Support and Intervention

Through the pastoral and guidance systems UTC Oxfordshire has employees whose role is to support student welfare and well-being. This includes helping to make explicit UTC's expectations, to reinforce positive learning attitudes, to apply disciplinary sanctions and to monitor behaviours which give rise to concern.

UTC accepts that for a wide variety of reasons some students require additional support in order to learn and display positive learning behaviours. For these students UTC will draw on a range of support interventions in order to support and re-track behaviours. Strategies include consideration of curriculum need, additional learning support, and identification of Special Educational Need, additional internal provision, placement on a behaviour or pastoral support programme and use of external expertise and short term placements.

Exclusion

While UTC will take all reasonable steps to meet individual need and help individuals to improve, UTC will not tolerate behaviours which do not show due regard for the well-being or learning of others, or where in spite of support and intervention there is minimal or no improvement.

In line with UTC Oxfordshire's Exclusion Policy, exclusions whether fixed-term or permanent may be used in response to any of the following, all of which are examples of unacceptable conduct and breach the Behaviour for Learning Policy:

- Physical assault against a student
- Physical assault against an adult
- Verbal abuse/threatening behaviour against student
- Verbal abuse/threatening behaviour against an adult
- Bullying
- Racism

- Sexual misconduct
- Drug and alcohol related behaviour
- Damage
- Theft
- Persistent disruptive behaviour
- Weapons related
- Posing a health and safety threat
- Misuse of learning technologies
- Possession of banned substances

Also in line with the exclusion policy, UTC will not tolerate persistent and defiant behaviours over time where sanctions and interventions have failed to bring about positive improvement. In these circumstances a student's behaviour would be deemed to be seriously harming the education and welfare of the student and/or others in UTC, thus placing the student at high risk of permanent exclusion.

For further detail on the circumstances in which UTC will either use a fixed term or permanently exclude a student, refer to the Exclusions Policy.

Freedom from bullying

UTC recognises that for students to feel and be safe, they need to be supported and protected from the impact of bullying. UTC also acknowledges its duties and responsibilities under the 2006 Education and Inspections Act, The Equality Act 2010 and the Children Act 1989. These place a duty on all schools and academies to have measures to encourage good behaviour and prevent all forms of bullying amongst pupils.

UTC participates in the annual Anti-Bullying Week, incorporating strategies and materials into the PSHE programme. In respect of anti-bullying UTC seeks to:

- Actively involve and inform parents
- Take any concerns seriously and resolve the issue in a way that protects the child
- Respond in line with a range of strategies including restorative justice while taking appropriate disciplinary sanctions
- Enable students to understand the part they can play to prevent bullying, including when they find themselves as bystanders.
- Make it easy for students to report bullying with the confidence of being listened to and incidents acted on. This includes in and out of school concerns school including cyber bullying.
- Update policy and practice including new technologies, for instance updating 'acceptable use' policies for computers
- Appropriate to student age, promote tolerance, understanding and challenge prejudice through the PSHE programme



- Work with the wider community such as the police and children's services where bullying is particularly serious or persistent and where a criminal offence may have been committed.

The broader elements of ensuring that students are able to understand and respond to risk are covered by the UTC's safeguarding practices and through the PSHE programme.

Behaviour outside UTC Oxfordshire

Students who breach UTC Oxfordshire's Behaviour for Learning Policy whilst on UTC business such as trips and journeys, sports fixtures or a work-experience placement will be dealt with in the same manner as if the incident had taken place at UTC.

For incidents that take place outside the UTC and not on UTC business, this policy will still have effect if there is a clear link between that behaviour and maintaining good behaviour and discipline among the student body as a whole. This includes behaviour in the immediate vicinity of the UTC or on a journey to and from UTC. Other relevant factors include whether the student is in some way identifiable as a student at UTC Oxfordshire and whether the behaviours could adversely affect the reputation of UTC Oxfordshire.

For acts of aggression or acts which threaten the health and safety of others, UTC reserves the right to involve the police. Equally, if UTC considers that the behaviour might be linked to a young person suffering, or being likely to suffer significant harm, safeguarding procedures may be applied as required

Screening and searching students

UTC acknowledges its duties and responsibilities under the Education Acts of 1996 and 2011, Education and Inspections Act 2006 and Health and Safety at Work 1974 in respect of screening and searching students. As a result UTC employees may search students' clothing, bags or lockers without consent for any banned item we believe could cause harm. This process will be governed by internal procedures and will only be undertaken by designated staff. The UTC may give due regard to police involvement or initiating safeguarding processes.

The use of reasonable force

UTC acknowledges its duties and responsibilities under the 2006 Education and Inspections Act in which all school employees have a legal power to use reasonable

force to prevent students committing a criminal offence, injuring themselves or others, or damaging property and to maintain good order and discipline amongst students.

It should be noted that employees cannot be directed or required to intervene but will be supported where reasonable force is deemed appropriate. This process is one which requires appropriate training.

Malicious accusations against school staff

UTC recognises that there may be occasions which are justified when a student needs to raise issues about the actions of a UTC employee and has procedures for dealing with concerns. However, where the allegation is clearly one of malicious intent or fabrication, UTC will give due regard to the most appropriate disciplinary sanction to be taken which may include fixed term or permanent exclusion, as well as referral to the police if there are grounds for believing a criminal offence may have been committed.

UTC will also take seriously inappropriate use of technologies including mobile and social networking sites which are targeted at UTC employees.

Active Involvement of Parents

UTC believes strongly in the power of working in close co-operation with parents and of the rights and desirability of parents being actively involved in the education of their child. UTC will therefore seek to involve parents/carers actively on behaviour for learning issues. Approaches will include:

- Early involvement
- Phone calls
- Meetings
- Letters
- Emails
- Supporting students on reports
- Home UTC agreement
- Request to attend re-integration meetings
- Invitations to agency meetings
- Follow up and routine communication
- Parental Portal

Parents are welcome to approach the UTC for informal or formal discussions about their child's education.

Monitoring, Evaluation and Review



The Vice Principal will monitor the implementation and effectiveness of this policy review it annually through the use of data on exclusions and other consequences and report to the Board of Governors. The policy will be promoted and implemented throughout UTC Oxfordshire.