



Waterfront UTC

Behaviour Policy

Policy Scope:	Waterfront UTC
Responsibility:	Local Academy Board
Date Adopted:	February 2019 (Reviewed April 2022)
Review Frequency:	Every 2 years
Review Date:	February 2023

Behaviour Policy

It is the responsibility of the college to provide students with a high-quality education, and to prepare them for life beyond the school gates. As such, it is vital that we help our students to understand the fundamental relationship between actions and consequences. Positive actions result in rewards; negative actions result in sanctions. This Policy clearly sets out our expectations for student behaviour at Waterfront UTC, and the consequences of positive and negative behaviours.

Our beliefs are:

- All students benefit when behaviour is good as they feel safe and this makes learning more effective. Parents/carers play a role in reinforcing desired behaviour expectations as outlined in Waterfront UTC Behaviour Policy.
- Promoting and rewarding positive behaviour helps build self-esteem and self-discipline; this in turn encourages respect for others.
- Sanctions and boundaries deter students from misbehaving.
- Codes of conduct apply before, during and after the school day. They set behaviour expectations for the classrooms, the corridors, break time and lunchtime as well as the journey to and from school.
- Student behaviour is a product of a variety of influences including their relationship with themselves, their relationship with others and their relationship with the curriculum.

Context

The assumption is that teachers treat students with respect and model how they want students to behave at all times. Expectations of students at WUTC is very high, and mirrors the raised expectations of the workplace. Teachers expect students to actively take part in lessons and follow the WUTC rules. UTCs prepare students for a transition into the world of work. Students that attend the UTC have a unique opportunity to learn in a specialist environment and work with several employer sponsors within the Engineering and Construction industry. It is vital that we have the highest conduct expectations for all our students to help prepare them for the next phase of their life.

Effective Communication with Parents

The College recognises that an effective partnership with home is one of the best ways of securing high levels of behaviour. If a sanction is issued an email will be sent to the guardians of the student before the end of the school day detailing the sanction and the member of staff who issued the sanction will endeavour to speak to you to clarify the event. If the member of staff is unable speak to you will be informed by other forms of communication, for example a text message or email.

WUTC Expectations of students

At the UTC we have several agreed expectations with our students that are displayed in every classroom and around the college.

- Be in.
- Be on time.
- Be in uniform.
- Be prepared with the right equipment.
- Be ready and willing to learn.
- Be responsible for your learning.
- Be quick to start work.
- Be respectful and listen when the teacher and other students talk.
- Be willing to do as you are told by the adults.

We expect to see these expectations in practice on a daily basis from our students. In order to support students and ensure a high quality of education we will make a number of changes, the first of which is designed to minimise the amount of low-level disruption.

Rewards:

- Verbal praise.
- Positive Point - Students will receive positive points.
- Head of School Certificates – termly certificates are sent home for students who are truly deserving of praise in any subject area.

In Class Expectations:

S T A R

S – Sit up straight and listen

T – Track the speaker or the work

A – Arm up and wait

R – Respect through silence

Following this simple system allows all students to be heard, respected and learn

Consequences of Behaviour

The behaviour management system is based on the principle that no student has the right to disrupt the learning of other students and allow the teacher to teach and deal effectively with low level disruption in the classroom. As indicated in its name, each student must face the consequences of his/her actions but will be given several chances to choose to moderate his/her behaviour. The use of sanctions is to modify conduct and to allow students to positively re-integrate in lessons.

Included in our sanction structure is the use of Same Day detentions of 30 to 60 minutes.

Parents/Carers will be notified of these by school staff.

In addition, the school has arrangements for educating students in the Internal Exclusion Unit (IEU). This can be used as a school-based alternative to fixed term exclusion. There are clear expectations of conduct in IEU, including students giving their mobile devices to staff on entry to the room.

The Consequences System Process

C1	Warning – Student warned about not meeting expectations
C2	BFL Called – Student spoken to outside of the class – to reset behaviour
C3	Removal from Lesson Student is removed from the lesson and spoken to by an On Call member of staff. A 30-minute same day detention will take place after school. Failure to attend the detention will result in a one-hour detention the following day.

If a student is removed from another lesson in the same day, they will spend the remainder of their day in the isolation room. A one-hour same day detention will be set.

Should a student misbehave in the IEU they will be excluded. The student will have to complete a new day in the IEU on their re-admittance as nothing ever gets cancelled.

Waterfront UTC Internal Sanctions	
Sanction Type	Sanction Description
Same Day Detention	<ul style="list-style-type: none"> Students will receive a 30 minute same day detention for failing to meet school expectations Students will receive a 30 minute same day detention should they arrive late to school without a genuine or justifiable reason. Students who receive two same day detentions will receive a 60 minute same day detention. Parents/carers will be notified by member of staff before the end of the school day.
Internal Exclusion Level 1	<ul style="list-style-type: none"> Students may receive an IEU Level 1 sanction for: <ul style="list-style-type: none"> Refusal to complete a detention or detentions. Level 2 incidents. Timings for IEU L1 will be Mon - Thurs: 8:30 – 15:30 and Fri 8:30 – 13:30. <ul style="list-style-type: none"> Although students may acquire additional time for poor behaviour.
Internal Exclusion Level 2	<ul style="list-style-type: none"> Students may receive an IEU Level 2 sanction for: <ul style="list-style-type: none"> Level 2 or Level 3 incidents Timings for IEU L2 will be Mon - Thurs: 11:00 – 17:00 and Fri: 10:00 – 15:00. <ul style="list-style-type: none"> Although students may be acquire additional time for poor behaviour.

Refusal to follow a reasonable request

Throughout the school day hundreds of interactions happen between student and staff. It is important that students respond appropriately to reasonable requests and follow them. Failure to do so will result in a fixed term exclusion, for example 'please go to your lesson', 'don't wander the corridors' etc.

I know we can have an enormous influence on the education of your child and we are determined that Waterfront UTC goes from strength to strength. I believe that your child will have an excellent standard of education.

I would like to take this opportunity to thank you once again for your support and I am very much looking forward to working with you throughout the year. If there are any issues or areas of clarification that you would like to raise please contact reception.

Reports:

Green – Company Report – If no improvement after a week this escalates to Red - AHT report

Red – AHT Report – If no improvement after a week a parental meeting is organised by the AHT with parent/carer and a member of SLT attends this meeting. This may be escalated to a Blue Report or the report period is extended.

Blue – SLT Report – If no improvement after a week another parental/carer meeting is organised with SLT. This may be escalated to an Orange Report or the report period is extended.

Orange – HoS Report – If no improvement after a week there will be a fixed term/permanent exclusion in place.

When might a sanction be warranted?

Students can expect to face sanctions for:

- involvement in violence in all its forms
- the use and/or possession of a weapon
- involvement in the possession, use and/or selling of illegal substances and for age- restricted legal substances (alcohol, cigarettes/e-cigarettes and tobacco)
- acts of prejudice and/or discrimination of any kind (e.g. racism, sexism, homophobic etc)
- bullying in all its forms
- persistent misconduct
- disrupting the learning of others
- the use of abusive inappropriate sexual activity and unacceptable language
- damaging the reputation of the school and bringing it into disrepute
- misuse of new technologies
- damage to public and personal property
- non-compliance with sanctions
- theft
- arson
- inappropriate behaviour
- malicious complaint
- dishonesty or any act impacting negatively on the health, wellbeing and welfare of others.

This is not an exhaustive list. Final decisions regarding sanctions for any form of behaviour deemed unacceptable are made by the Head of School.

Reasonable adjustments are considered before a Child In Care or a child with an EHCP/identified additional need (s) receives an exclusion. The DSL / Designated Teacher are consulted and their advice sought before a decision is taken.

Mobile Phones / Headphones

No mobile phones are to be seen during the school day and during social times. The same applies for headphones. Any mobile phones or headphones seen will be confiscated, placed in reception and returned at the end of the school day. Persistent offenders may require their parents/carers to collect at the end of the day.

Items of such nature are bought to school at your own risk and we accept no responsibility for damage, loss or theft.

For Health & Safety reasons:

- Long hair must be tied back during practical sessions
- Jewellery should consist of stud earrings only. Bangles and rings are to be avoided.
- A wristwatch may be worn.
- Waterfront UTC takes no responsibility for lost/stolen/damaged jewellery
- Make-up, if worn, should be subtle.
- No false nails.

Late to school

Just as in the workplace, arriving late is serious. Please make every effort to ensure your son/daughter arrives on time before 8.30am. Students should be in Company Time and ready to learn by 8:30am.

Continuous late arrivals will result in being placed on Late Report which can incur sanctions and may result in being referred to the Attendance Service.

Out of School Behaviour

Rationale

We have a statutory power to discipline students for misbehaving outside of the school premises. Section 89(5) of the Education and Inspections Act 2006 gives us a specific statutory power to regulate pupils' behaviour in these circumstances "to such extent as is reasonable." The misbehaviour could be witnessed by a staff member or reported to the school.

We therefore reserve the right to discipline a student for:

- any misbehaviour when the child is:
 - taking part in any school-organised or school-related activity or
 - travelling to or from school or
 - wearing school uniform or
 - in some other way identifiable as a pupil at the school.

- or misbehaviour at any time, whether or not the conditions above apply, that:
 - could have repercussions for the orderly running of the school or
 - poses a threat to themselves or another pupil or member of the public or
 - could adversely affect the reputation of the school.

The punishment will be proportionate to the misbehaviour and could be up to and including a fixed term or permanent exclusion.