



# Student Behaviour Policy

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## Policy Statement

This policy is designed to create an ethos and educational environment that is person centred and has the views and needs of the child/young person at its heart along with their families/carers. To encourage a strong focus on high aspirations and on improving outcomes for children and young people with SEND which will enable them to succeed in their learning and make a successful transition into adulthood and employment. The guiding principal of the policy is to treat each other fairly and reasonably, with respect and courtesy at all times, no matter what the circumstances.

## Aims and Policy Statements

The College expects everyone to be treated with dignity and mutual respect at all levels. The positive mental health and well-being of the College community is a priority and this policy supports this; every individual has the right to learn within a safe and orderly environment, free from disruption, violence, bullying and any form of harassment. The key is to focus on the development of positive behaviour for learning strategies within class, de-escalation techniques and opportunities for students to recognise and change their behaviours with support. This policy makes clear the attitudes and values of Greenbank College and illustrates the processes involved in ensuring students develop responsibility for a self-directed approach towards their behaviours. Working in close partnership with parents/carers is an integral part of the College approach, parents/carers are encouraged to support learners to take responsibility for their actions any concerns will always be shared in an open and transparent manner.

It is the responsibility of everyone in the College to act with courtesy and consideration towards others at all times.

The implementation of this policy is dependent upon all stakeholders within the College community upholding the following principles:

- Strong College leadership which promotes a culture of high expectations
- A consistent approach to behaviour management
- Effective and positive classroom management which creates an environment in which all learners engage with their learning
- The teaching and modelling of good behaviour by all College staff
- Consistent and fair systems backed by positive pastoral relationships between students, staff and parents
- Regular liaison and contact with parents and outside agencies
- The promotion of a positive environment, in which learners behave sensibly and with consideration for others and the environment, whilst on the College site

## **Greenbank College expects learners to:**

- Arrive at College, lessons and activities on time and with the correct equipment
- Participate enthusiastically in all lessons and activities
- Develop a responsible approach to class work and independent study
- Take pride in the presentation of your work
- Accept praise and respond positively to constructive advice
- Take pride in your appearance
- Treat all other people in the same way as you would like to be treated
- Listen to and accept the views of others
- Encourage and help those around you
- Respect College property and the property of others

## **Addressing poor behaviour and consequences**

When dealing with incidents of poor behaviour, the following principles will be applied:

- Disruptive behaviour during lessons will not be tolerated – every student has the right to an education and the College will not accept behaviour by a minority of students that prevents others from learning.
- Students who use technology such as the internet and mobile phones to cause harm, distress or humiliation to others will be dealt with very seriously. This also applies to such behaviour which takes place outside College.
- All staff will encourage a common language of – change, improvements and consequences. Consistent and fair investigations will take place. Learners will always be given the opportunity to reflect on their behaviour and demonstrate that they have learned from their experience and their impact on others.
- Consequences will be consistently applied and recorded. A learner may be asked to stay off College whilst a breach of the policy is investigated. In most cases, College will aim to do this with as little disruption to learning as possible.
- A consequence will never be humiliating or degrading and blanket punishments will not be imposed. When issuing a consequence, a student's prior behaviour may be taken into consideration.
- Disciplinary action taken against a student will not be discriminatory and the College will promote equality at all times.
- Behaviour concerns will be tracked and monitored to ensure Students receive the appropriate support to improve their behaviour.
- Where appropriate, the College is committed to working with other agencies in order to support students to bring about improvements in their behaviour.

## **Withdrawals**

The decision to withdraw a student is not taken lightly and will only be used when serious breaches of the College's Student Behaviour Policy occur or when a student is persistently poorly behaved.

The College would always prefer to keep students in College, however it may be necessary and appropriate to withdraw.

## **Role of Parents/Carers**

On enrolment to the College parents/carers and students sign the Home College Agreement, clarifying the roles and responsibilities of all parties, and clarifying expectations. Where breaches of the Student Behaviour Policy have occurred, the College will seek to involve parents/carers from the outset and will strive to provide them with accurate and timely information. Where there may have been a serious breach of the behaviour policy and it is necessary to interview a student. On other occasions, it may also be necessary and appropriate for parents/carers to attend a meeting in College.

## **Confiscation of and Search for Inappropriate Items**

Under Section 90 of the Education and Inspections Act 2006 and Part 2 of the Education Act 2011, the College has the right to confiscate, retain or dispose of a student's property and protect the College from liability of damage.

College reserves the right to search without consent for prohibited items. These include: alcohol, illegal drugs, stolen items, weapons or any other item which the College deems could be considered harmful. Sanctions will be imposed if a prohibited item is found, depending upon the judgement of the Head of College. Refusal to comply with a search will be treated as a serious breach of this policy. All searches will be conducted in the presence of two members of staff, one of whom must be the same sex as the student being searched. Where a student has been searched, their parents/carers will be informed.

## **Smoking / Vaping**

Smoking or vaping is not allowed anywhere in the College building, anyone 18 or over can use a vape in the designated smoking area in the College grounds. Any learner caught smoking / vaping in the College building will be issued with the appropriate sanction.

Legislation (2015) states that anyone under the age of 18 cannot legally purchase a vape, any learner under the age of 18 found vaping on site will be issued with the appropriate sanction and parents/carers will be informed.

## **Theft and Vandalism**

Theft of College property or wilful destruction to College property will not be tolerated and consequences will be imposed depending on the seriousness of the incident based upon the judgement of the College.

## **Working with other agencies**

- When needed the pastoral team under the guidance of the Designated Safeguarding Lead may refer students to external agencies.
- Those agencies may work with students on or off the College site and Greenbank will work in partnership to ensure the best outcomes for the student.

## **Positive Handling**

Greenbank staff are trained in de-escalation techniques, they are not trained in physical intervention or restraint methods. However, DfE guidelines state that “All staff members have a legal power to use reasonable force to prevent pupils committing a criminal offence, injuring themselves or others or damaging property and to maintain good order and discipline.” Tutors and support staff may use reasonable force in the aforementioned circumstances. The College does not require parental consent to use reasonable force.

## **Learners with an Educational Health Care Plan**

Learners with an Educational Health Care Plan or with identified educational needs are expected to follow the College’s Student Behaviour Policy and comply with all consequences. Where behaviour places a student at risk of exclusion, all appropriate support agencies will be contacted and every reasonable step will be made to ensure the needs of the student are being supported and that ‘reasonable adjustments’ are set in place to support the student’s needs.

## **Looked After Children**

Looked after Children are expected to follow the College’s Student Behaviour Policy and comply with all consequences. Where behaviour places a student at risk of exclusion, all appropriate support agencies will be contacted and every reasonable step will be made to ensure the needs of the student are being supported.

## **Loss of Personal Items on College Property**

The College cannot take responsibility for any personal items lost within the grounds of the College property. This includes bicycles, electrical equipment, items of clothing and money.

## **False Allegations against Members of Staff**

Under the Education Act (2011), the College reserves the right to take disciplinary action against any student who, in the view of the Head of College based on the evidence before them, has made a serious, malicious allegation against a member of staff, which is unproven. This may result in withdrawal from College.

## **Complaints**

If a parent/carer has a complaint about a disciplinary matter, they should follow the procedures laid down in the Greenbank Project Complaints Policy.

# Student Behaviour Policy - process:

## Stage 1

Poor behaviour/effort



Verbal warning /  
Logged on ProMonitor

## Stage 2

Repeated poor behaviour/effort



Behaviour logged on ProMonitor.  
Parent/carer informed if necessary

## Stage 3

Severe disruption or no improvement of previous poor behaviour



Student asked to leave the premises.  
Behaviour logged on ProMonitor.  
Meeting with parents/carers and learner. Written warning.

## Stage 4

Serious isolated incident OR  
no improvement on previous poor behaviour



Meeting with parents/carers and student  
Final written warning



## Stage 5

Failure to adhere to conditions of final  
written warning



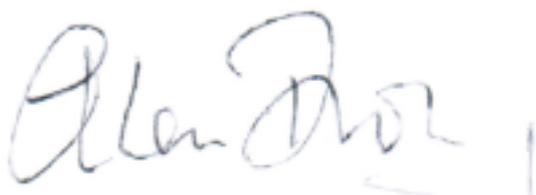
Termination of place at College

Stage	Issue	Action	Follow-up
1	Late or leaving session, poor attitude, bad language, not wearing badge, inappropriate use of mobile phone, disrespecting staff.	Verbal warning. Recorded on ProMonitor.	N/A
2	Repeated poor behaviour as above.	Behaviour logged on ProMonitor. Behaviour Agreement put in place.	Parent/carer may be informed. Behaviour Agreement reviewed.
3	Repeated poor behaviour. Severe disruption. Failure to acknowledge behaviour agreement.	Learner asked to leave the premises. Parent/carer informed. Behaviour logged on ProMonitor.	Parent/carer invited in for meeting. Written warning following possible investigation.
4	Repeated behaviour AND/OR No improvement from previous stage OR Serious isolated incident such as violence, weapons, or drugs.	Learner asked to leave the premises. Parent/carer informed. Behaviour logged on ProMonitor. Police informed if necessary.	Parent/carer invited in for meeting. Final written warning following possible investigation. Possible termination of College place
5	Failure to adhere to conditions of final written warning.	Termination of place at College.	

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Agreed by Greenbank Board of Trustees



Dr Alan Irving, Chairman