



## Student Behaviour Policy

Title	Student Behaviour Policy
Date of update	23/08/2024
Date of approval	23/08/2024
Approved by	innov8 Workshops CIO Trustees
Date of next review	August 2025

### Table of contents

1. The purpose of this policy
2. Our expectations
3. Legislative framework
4. Statement of values and intentions
5. Roles and responsibilities
6. Student code of conduct
7. Rewards and sanctions
8. Behaviour management
9. Bullying
10. Training
11. Monitoring arrangements
12. Written statement of behaviour principles

### 1. The purpose of this policy

The purpose of this policy is to outline the expectations of student behaviour from students who attend innov8 Workshops CIO. To achieve its goal of improving the outcomes of hard to reach and disadvantaged young people it is imperative that a code of conduct of behaviour is defined. Good behaviour and self-discipline support effective learning and are vital for students both during and after their time at innov8 Workshops. In addition, this policy aims to outline how innov8 Workshops CIO supports its staff when challenged with unacceptable behaviours exhibited by individual students or groups of students.

This clearly defined policy aims to provide clarification and guide a consistent approach to behaviour management.

#### Aims

- To outline the expectations of our students' behaviour
- To outline what innov8 Workshops considers as unacceptable behaviour
- To outline the consequences of failing to meet our expectations of behaviour



- To outline the roles and responsibilities of individuals within the organisation with regards to behaviour management

## **2. Our expectations of behaviour**

At innov8 Workshops our aim is to inspire and enable learning through fostering confidence and self-belief. To support us in our aims a positive learning environment is crucial to enable our students to feel comfortable sharing their thoughts, to ask questions, confront challenges in their beliefs and reach their true potential.

When creating a positive learning environment, it is important to present clear expectations including expectations of behaviour for all our students.

This policy outlines the expectations we have of our students' behaviour and the associated consequences of failing to meet those expectations.

## **3. Legislation and statutory requirements**

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

- Behaviour and Discipline
- *The Equality Act 2010*
- Use of reasonable force in schools
- Supporting students with medical conditions at school
- Timpson Review May 2019

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.

## **4. Statement of values and intention**

The policy seeks to put into practice the shared values of the community. The community consists of students, staff, board of Trustees, parents, visitors and the wider community.



Our values are based on RESPECT.

Respect is the foundation on which innov8 Workshops values are based. We promote care, trust and honesty with our students, their families/carers, schools, academies and all other partners and stakeholders. We recognise that our work has a positive impact on our students and their families/ carers, improving outcomes for all. We work tirelessly to improve the lives of our students. We have the highest of expectations of both us and our students. We believe that all our students can make progress and achieve academically, socially and emotionally.

In order to realise shared goals and achieve the very best for students we work collaboratively with parents/carers, schools, academies and other stakeholders. We will always communicate the highest standards and expectations.

We have created a safe, secure and happy learning environment in which all students can thrive. We equip students with the knowledge and skills they need to achieve well in life. We acknowledge and celebrate their success.

## **5. Roles and Responsibilities**

The Operations Director will ensure that the innov8 Workshops 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.

**The Operations Director, with support of the Operations Manager is responsible for:**

- Developing strategies and setting targets for achieving effective behaviour practices
- Listening to and addressing matters brought up through learner voice
- Ensuring that students have equal access to rewards and sanctions
- Ensuring that staff have equal access to behaviour training and development opportunities
- Ensuring that staff are appropriately trained on behaviour issues
- Ensuring that all students are made aware of innov8 Workshops Behaviour Policy
- Monitoring data collected on behaviour at regular intervals
- Committing to providing feedback to all professionals on issues brought to their attention as soon as practically possible
- Endeavouring to be constructive and professional in feedback to all professionals
- Supporting all colleagues in implementing the standards and expectations of innov8 Workshops
- Through line management hold themselves and their colleagues to account around their professional responsibilities.



**Staff are responsible for:**

- Implementing the behaviour policy consistently and fairly
- Modelling positive behaviour
- Providing a personalised approach to the specific behavioural needs of particular students
- Recording behaviour incidents
- Ensuring their lesson planning is differentiated to meet the needs of all students in their sessions
- Being present to greet all students at the start of the session
- Maintaining a positive learning environment throughout the session
- Ensuring students are not left unsupervised
- Using the rewards and consequences system consistently and fairly

The Operations Director will support staff in responding to behaviour incidents where necessary.

**Parents / carers are expected to:**

- Support their child in adhering to the innov8 Workshops Behaviour Policy and code of conduct
- Inform innov8 Workshops CIO of any changes in circumstances that may affect their child's behaviour
- Support their child via progress reviews, multi-agency support meetings
- Be aware of and support the innov8 Workshops Behaviour Policy

**6. Student code of conduct**

Students are expected to:

- To respect, support and care for each other both at innov8 Workshops and the wider community
- Make it possible for all students to learn
- Behave in an orderly and self-controlled way
- Treat the buildings and innov8 Workshops property with respect



- Take responsibility for their own actions and behaviour and fully understand the consequences of poor behaviour on their own and others' learning experiences
- Listen to others and respect their opinions showing empathy and understanding
- To be tolerant of others, irrespective of race, gender, sexual orientation, religion or age
- Know that sexual harassment means unwanted conduct of a sexual nature – such as sexual comments, sexual jokes or taunting, physical behaviour like interfering with clothes, or online harassment such as sexting and that these are unacceptable forms of behaviour.

## **7. Rewards and sanctions**

Positive behaviour will be rewarded with:

- Verbal praise
- Letters or phone calls home to parents, schools, care providers
- Celebration of Achievement Events
- Display students' good work

Positive End-of-Term Reports and Day Sheets

The use of sanctions at innov8 Workshops are characterised by certain features:

- It must be made clear why the sanction has been applied
- It must be made clear what changes in behaviour are required to avoid further sanctions.
- There is a clear, well understood, distinction between minor and major offences
- It is the behaviour rather than the person that is sanctioned

innov8 Workshops may use one or more of the following sanctions in response to unacceptable behaviour:

- A verbal reprimand
- Referring the student to a senior member of staff
- Withdrawal from sessions
- Letters, phone calls, meetings with parents/carers or schools

## **8. Behaviour management**

Staff are responsible for setting the tone and context for positive behaviour.



They will be expected to create and maintain a stimulating environment that encourages students to be engaged.

Staff are expected to try to develop a positive relationship with students, which may include:

- Establishing clear routines
- Communicating expectations of behaviour in ways other than verbally
- Highlighting and promoting good behaviour
- Concluding the session positively
- Having a plan for dealing with low-level disruption
- Using positive reinforcement.

Most of the behaviour is managed on site; however, on occasion, a student might be required to leave innov8 Workshops premises. Emergency contacts will be informed immediately. In cases where a student refuses to leave an appropriate staff member will contact the emergency contact, third party agencies or School and, if necessary, the Police.

There are several more serious behaviours that stop students doing well and could result in services being withdrawn depending on the severity of the incident.

These include:

- Repeated breaches of the innov8 Workshops behaviour Policy e.g. physical or verbal abuse towards staff member
- Any form of bullying (see further info below)
- Sexual violence or sexual assault
- Sexual harassment – such as sexual comments, sexual jokes or taunting, physical behaviour like interfering with clothes, or online harassment such as sexting
- Vandalism
- Theft
- Fighting
- Smoking on site
- Racist, sexist, homophobic or discriminatory behaviour
- Possession of any prohibited items: knives or weapons, alcohol, illegal drugs or paraphernalia, stolen items, fireworks, Pornographic images or 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).

## **9. Bullying**

Bullying is defined as the repetitive, intentional harming of one person or group by another person or group, where the relationship involves an imbalance of power.

Bullying is, therefore:



- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against
- Involves an imbalance of power

Bullying will not be tolerated, and staff are trained to act on this quickly. Students are expected to treat staff and other students with respect. Students found to be bullying will be spoken to in the first instance, further instances will be referred to management and back to the parents/carers and main provisions. In extreme circumstances, bullying can result in the termination of a placement.

Any prohibited items (listed in section 8) found in a student's possession will be confiscated. These items will not be returned to students.

## **10. Training**

Our staff are provided with training on managing behaviour, and staff are refreshed in accordance with national guidelines. Behaviour management will also form part of continuing professional development.

## **11. Monitoring Arrangements**

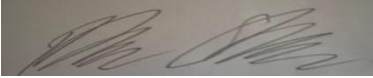
This Behaviour Policy will be reviewed by the Operations Manager and Trustees annually. At each review, the policy will be approved by the Board of Trustees. The Operations Director will regularly review student behaviour by observing sessions and analysing behaviour data.

## **12. Written Statement of Behaviour Principles**

- Every student understands they have the right to feel safe, valued and respected, and learn free from the disruption of others.
- All students, staff and visitors are free from any form of discrimination.
- Staff and volunteers always set an excellent example to students.
- Rewards and sanctions are used in line with the Behaviour Policy.
- The Behaviour Policy is understood by students and staff.
- Students are helped to take responsibility for their actions.
- Families /carers, schools or third-party agencies are informed of positive behaviour incidents to foster good relationships.



Innov8 Workshops emphasises that violence or threatening behaviour will not be tolerated in any circumstances. This Written Statement of Behaviour Principles is reviewed and approved by the Trustees annually.

Signed 

Date: 23/08/2024

Review date: 23/08/2025.

Phil Shelley

Chair of Trustees

innov8 Workshops CIO