WENTWORTH COLLEGE

Behaviour Policy

Approved by: Manuel Guimaraes, Principal

Last Review: September 2026

Next Review: September 2027

Behaviour and Discipline Policy

AIMS AND INTENTIONS

The intention of the policy is to encourage self-discipline and an awareness of the positive contribution that each individual student can make to college life. Students are expected to show respect, courtesy and common sense at all times. The college aims to provide a proper framework for students' personal development so that they become considerate and tolerant members of the college community and society as a whole.

AIMS

• To make the college's expectations of behaviour clear to all students.
• To provide positive adult role models promoting caring, considerate and co-operative behaviour.
• To promote good behaviour and a proper regard for authority.
• To encourage the development of self-discipline and a sense of responsibility.
• To create an atmosphere conducive to learning and effective teaching.
• To create an environment based upon mutual trust and respect.
• To ensure that all adults in the college share a common responsibility for maintaining good discipline and promoting the college's guidelines on behaviour.

Bullying, racism, sexism and other anti-social behaviour will not be tolerated. Students learn of these expectations through individual conversations with staff, particularly the Principal, Heads of Year, in PSHE lessons and through the general ethos of the college. The importance of self-discipline and the positive contribution that an individual can make are stressed.

Students have a responsibility to ensure that incidents of disruption, violence, bullying and any form of harassment are reported, as stated in the college's Anti-Bullying Policy. The Principal, in consultation with all staff members, will develop the procedures arising from this policy. This Behaviour and Discipline Policy makes it clear, to all students', acceptable standards of behaviour. The procedures will be consistently and fairly applied and will promote the idea of personal responsibility, emphasising that every member of the college has a responsibility towards the college community as a whole.

The highest standards of work and behaviour are expected from students and staff will take whatever actions are necessary to ensure those high standards. We will ensure there is no degree of difference in the application of the policy on any grounds, particularly ethnic or national origin, culture, religion, gender, disability or sexuality. We will also ensure that the concerns of students are listened to and appropriately addressed. Parents will be encouraged to work in partnership with the college to assist the college in maintaining high standards of behaviour and will have the opportunity to raise with the college any issues arising from the implementation of the policy.

DISCIPLINE

The college's fundamental approach to discipline is that of trust and respect between individuals. Formal rules are kept to a workable minimum while good conduct is stressed at all times. It is only when this relationship breaks down or the rules are flouted that disciplinary measures will be taken. The Principal, in partnership with the staff, is responsible for the promotion of college rules and makes specific decisions on particular occasions relating to serious issues of discipline. He also delegates the various disciplinary codes to nominated members of staff. He acts as arbiter where necessary. Routine discipline is exercised by staff on a day-to-day basis as the need arises. Specific rules apply to laboratories and other specialist teaching rooms. There are no fixed punishments, except involving the use or supply of drugs, theft or acts of violence. Sanctions are decided by the severity of the offence. They are usually imposed at the level at which they arise, but may be referred to the Principal if judged necessary. Those who consider that they have been unjustly punished may appeal through the Principal.

SANCTIONS

The college's ethos of encouragement and trust is fundamental to the promotion of good behaviour and students will, therefore, achieve recognition for a positive contribution to college life. Such a contribution includes sound academic work and effort, good behaviour and enthusiastic participation in extracurricular activities. Sanctions are needed to respond to inappropriate behaviour. Students have a right to expect fair and consistently applied sanctions. An appropriate sanction is one which is designed to put matters right and encourage better performance or behaviour in the future. In order for the Behaviour and Discipline Policy to be fully effective, a clear link to other college policies, particularly the Anti-Bullying, has been established.
The college believes that rewarding students is a more effective tool in promoting good behaviour than punishments, although the application of sanctions may be necessary on occasion. Rewards

can take many forms, from an approving smile, verbal commendations, displays of work, etc. Effective rewards should motivate students.

Guidelines for Imposing Sanctions

• Unacceptable behaviour should be punished
• Punishments should be fair and consistent
• Punishments should be in proportion to the offence, and should distinguish between minor and serious offences, and also isolated and persistent breaches of discipline. • Punishments should never be degrading or humiliating

Whole groups should generally not be punished for the misbehaviour of individuals. However, students should also realise that they have a shared responsibility regarding behaviour and this may sometimes lead to the whole group being required to take responsibility for its behaviour. Conversely, individuals should not be made scapegoats for the misbehaviour of a whole class.

Strategies for Responding to Unacceptable Behaviour

Teachers and members of staff should use their professional judgement in deciding how to deal with a problem, but successful strategies might include:
• A discreet word with the individual student o A public reprimand
• Referral to the Principal
• Moving the student's position in class
• Applying a sanction (extra homework, exclusion from a particular lesson) • Notifying the student's parents by telephone and letter
• Putting the student 'on report' combined with a pastoral support programme Sanctions
Sanctions should ensure that students make some form of amends for their misbehaviour. Whatever sanction is used, it should always be made clear to the student why the sanction has been imposed and how, through improved behaviour, they can avoid a repetition of the incident. The following might be appropriate sanctions:
• Setting an extra assignment appropriate to the subject
• Completion of assigned work
• Carrying out a useful task in college
• Withholding privileges such as participation in extracurricular activities
• Lunchtime detentions may also be imposed: these can often be viewed by students as more punitive as they lose out on socializing time.

If a Student fails to respond to the above sanctions, the following actions will be taken:
1: Subject teacher enlists support of the Head of Year.
2: Enlist the support of the Principal
3: Contact the student's parents and ask them to a meeting at the college.

SERIOUS BREACHES OF DISCIPLINE

EXPULSION

A student is liable to expulsion for a serious breach of College discipline, for example, a criminal offence or a deliberate act intended to cause serious damage to the College or harm to any of its members. Formal expulsion means that the student's name will be removed from the roll of the College and the facts and circumstances of the expulsion will be made in response to every request for a reference. All outstanding fees up to and including the term of expulsion shall be payable. The Principal is required to act fairly and not to expel a student other than in the most serious circumstances.

REQUIREMENT TO LEAVE

For a serious breach of College discipline that falls short of a situation in which expulsion is obligatory, but that the student cannot expect to remain a member of the College, the student may be required to leave permanently. Subject to payment of all outstanding fees the student will be given reasonable assistance to find another school and/or may be allowed to take public examinations if they have been entered.

SUSPENSION

A student may be suspended for a given period of time, depending on the seriousness of the breach of conduct. During this time, the complaint will be investigated or the suspension may be used as a sanction in its own right.

MALICIOUS ALLEGATIONS AGAINST STAFF

Where a pupil makes an accusation against a member of staff and the accusation is shown to have been deliberately invented or malicious, the Principal will consider whether to take disciplinary action in accordance with this policy.

Where a parent has made a deliberately invented or malicious allegation the Principal will consider whether to require that parent to withdraw their child or children from the school on the basis that they have treated the college or a member of staff unreasonably. The Dealing with allegations of abuse against teachers and other staff guidance is DfE guidance.

Hierarchy of Responsibility

Prime responsibility lies with the individual member of staff, who is responsible for the behaviour and discipline of students in his or her classroom.

• Staff members are also responsible for any sanctions they may impose. They may consult with colleagues but cannot relinquish their role. Each member of staff must also deal with breaches of discipline around the college; the conduct of students outside the classroom is a shared responsibility.

• If unacceptable behaviour continues in a classroom situation, then that member of staff must take action. The member of staff should inform the Principal, but responsibility for sanctions stays with the subject teacher. The particular teacher may wish to consider if changes in classroom practice would help improve the situation.

• If, after action is taken by staff in the particular subject, the unacceptable behaviour continues, then the member of staff should consult the Principal. They may wish to suggest alternative strategies for the subject or take further action themselves, and should do so after consultation. The principal and pastoral advisor may well be in a position to see the “bigger picture” and should contribute to these discussions.

• If the individual student’s behaviour is poor across a range of subject areas, then responsibility lies with the Principal, who must consult and take action.

• If it is felt that a whole group or a section of a group causes a problem, this needs to be addressed by the member of staff responsible for the subject, if the problem affects only one subject. If the group is causing more general difficulties, then the Principal must intervene with the help of the staff. It may become necessary to consult with the Principal.

• Dealing with inappropriate behaviour around the college is a shared responsibility. Any member of staff who comes across such behaviour should take action, but may wish to inform the Principal.

• The Principal has overall responsibility for behaviour management

APPROPRIATE BEHAVIOUR

All students should:
• Be attentive and work with interest;
• Display good organizational skills;
• Work co-operatively with other people;
• Behave respectfully towards all members of the college community;
• Show respect towards all students – they must not bully, intimidate, or harass other students;
• Respect the views and rights of other students;
• Act in a manner appropriate to the classroom situation – they should not disrupt others or seek inappropriate attention in the classroom;
• Avoid fights and aggressive behaviour at all times;
• Respect their environment and the property of students, staff and of the college;
• Not cause damage to college property, other people's property or their own property • Not steal.
• Be tolerant and considerate towards others.

PRACTICE

• All teaching staff will practise consistent classroom organization and management.
• Teachers will make every effort to motivate and encourage students by providing an appropriate curriculum.
• All students will be made aware of what is appropriate and inappropriate behaviour through discussion and clarification of college rules with staff.
• The Principal and college staff will enforce the expected standards both inside and outside of the College.
• Good behaviour will be recognized, encouraged, praised and rewarded.
• Inappropriate or unacceptable behaviour will be punished in a fair and consistent manner.
• There will be a hierarchical system of responsibility and of support for staff.
• Incidents of inappropriate or unacceptable behaviour will always be recorded.
Parents will be informed about poor behaviour of their child and their support enlisted and expected.
• Every effort will be made to identify and support students with behavioural difficulties.

GOOD CLASSROOM ORGANIZATION AND MANAGEMENT

- All students should have clearly understood and achievable objectives
- A variety of teaching styles
- A variety of resources which are easily available
- A stimulating environment
- Recognition and praise for good behaviour
- Valuing students' work, e.g. by display
- Setting tasks appropriate to the students' ability
- Beginning and ending lessons on time
- The teacher supervises the students at all times
- There are clear parameters about students talking and students moving about the classroom
- Rules regarding eating and drinking in classrooms, removal of outdoor clothing, use of mobile telephones and iPods are applied firmly and consistently
- Teachers recognise their responsibility for ensuring good order outside the classroom at lesson changeover, breaks and lunch time.

CLASSROOM RIGHTS:

• All teachers have the right to teach

• All students have the right to learn

• Everybody has the right to be and feel safe

• Everybody has the responsibility to ensure that we can all enjoy our rights

• Everybody has the right to dignity and personal respect