



THE  
**TRAFFORD**  
**COLLEGE**  
GROUP

# **Student Behaviour Policy**

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## **Contents**

1. Purpose .....	3
2. Scope .....	3
3. Roles and Responsibilities .....	4
4. Procedures and Guidelines .....	4
5. Monitoring, Evaluation and Review .....	5

## **1. Purpose**

The purpose of the Student Behaviour Policy is to ensure the safety of students and staff, which in turn then allows all students to reach their full potential whilst studying at The Trafford College Group. The policy is based on the principle of 'acceptable behaviour' with rules to ensure safety and a spirit of cooperation across the Group community. A College wide commitment to improving behaviour will lead to greater student engagement, better support for staff and fewer incidents of negative behaviour. The key principles and aims of the policy apply before, throughout and after the students have completed their study at the Group.

It is everyone's responsibility to help maintain an environment conducive to learning, of which the Group Values are fundamental:

- Bold
- Ambitious
- Respect
- Collaborate & Teamwork
- Professionalism

It is essential to our mission that individuals are able to be part of the Group community without fear of:

- Disruption or interference with learning
- Actual threatened violence from others
- Bullying (including cyber bullying) and peer on peer abuse
- Harassment or discrimination, including sexual or racial harassment, or harassment on grounds of religion, belief or disability
- The promotion or use of illegal substances or alcohol
- Criminal behaviour
- Deliberate damage to property

## **2. Scope**

This policy applies to all members of the college community and to all behaviour management issues arising within the College and/or whilst engaged in College related learning or activities. The policy acknowledges that preparation for employment or higher study leading into employment, is the principle objective of all our activities. As such it is part of our core business to ensure that relationships among students and employees reflect a positive and respectful culture. In turn this equips all students to become responsible, respectful citizens who contribute positively to society.

All employees and students will be made aware of this policy and associated procedures including the Learner Improvement Procedure, Suspension Procedure, and the College Code of Conduct at the start of the academic year. Students will be asked to sign a Learner Agreement /Enrolment Form on entering the College, which will commit them to abide by this policy and associated procedures throughout their time at College.

Classrooms rules will be agreed between employees and students at the start of the course and will be displayed in all teaching spaces in order for them to refer to, and revisit as required. The Group Values are displayed and discussed with students within Open Days, New Student Days and also at the start of term.

### **3. Roles and Responsibilities**

#### **3.1 The Trafford College Group Governing Body**

The Governing body is committed to ensuring that the Group:

- Meets the aims of this policy by reviewing the appropriate behaviour strategies and procedures with the Group Leadership Team throughout the academic year.

#### **3.2 Leadership Team**

The Leadership Team will:

- Monitor the application of the policy with emphasis on reported incidents
- Highlight trends and expect these to be addressed
- Seek to ensure that procedures linked to this policy are adhered to
- Support the Learner Improvement Process where necessary

#### **3.3 Heads of Studies/Heads of Faculty**

The Heads of Studies and Heads of Faculty will:

- Set high standards in terms of behaviour and attitudes towards learning
- Expect staff to uphold the high standards and support them in doing so
- Recognise and celebrate good behaviour and encourage others to do so
- Support all employees across the Group in maintaining the highest standards of behaviour through high quality teaching and learning and consistent implementation of the Student Behaviour Policy.
- Ensure that all positive behaviour processes and procedures are adhered to including the following: Learner Improvement Process, Attendance and Suspension Procedures.

#### **3.4 Course Tutors and House Monitors**

Course Tutors and House Monitors should:

- Recognise and celebrate good behaviour
- Agree standards and values expected/required from students in the group, once agreed the values should be made clearly visible and applied consistently.
- Introduce the College Charter and share relevant information with students at the identified stages of the learner journey
- Monitor individual and group behaviour in classes and take appropriate action to address any issues
- Liaise with the Head of Studies/Heads of Faculty regarding intervention strategies
- Liaise with the appropriate senior manager over serious concerns
- Follow the Learner Improvement Process as appropriate in order to support students

### **4. Procedures and Guidelines**

The Procedures and Guidelines to support this policy include:

- College Charter
- Learner Improvement Procedure

- Course Tutor Guide

- Suspension Procedure

## **5. Monitoring, Evaluation and Review**

The Assistant Principal 16-19 Study Programmes, Student Experience and Support will lead on the implementation of the policy. They will monitor the effectiveness of this policy and related procedures and where necessary, make recommendations to the Leadership Team for improvement.