



# Christ's College Guildford

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## Christ's College

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## Rationale Underpinning the Behaviour Policy

The Christ's College Behaviour Policy is rooted in the College Mission Statement in the belief that:

We make explicit the Christian values on which the college is based, including the sacred worth of each individual in the college community. It acknowledges that good behaviour is a necessary condition for effective teaching and learning, is an important outcome of education, and allows for the total development of each individual in our community

**A high standard of behaviour is expected at all times. This standard enhances the good reputation of the college, and is based on its Christian values, and in particular Jesus' commands that we should:**

***'Love God and our neighbour as we love ourselves' (Luke 10:27) and  
'Treat each other in the way we would like to be treated ourselves.'* (Matthew 7:12)**

**All members of the college are to be treated with great respect and we emphasise self-discipline, courtesy and consideration for others. Our college values of Love, Co-operation, Stewardship, Respect and Service are followed, as well as the mission statement.**

## Roles and Responsibilities

As members of Christ's College, the whole college community will all act with courtesy and consideration and show respect to others at all times while actively participating in learning.

The Christ's College local committee will:

- The local committee is responsible for monitoring this behaviour policy's effectiveness and holding the headteacher to account for its implementation

The Headteacher (and CLT) will:

- Be responsible for reviewing and approving this behaviour policy
- Ensure that the college environment encourages positive behaviour and that staff deal effectively with poor behaviour
- Will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently
- Support colleagues faced with challenging behaviour

Staff will:

- Be responsible for implementing the behaviour policy consistently and applied fairly
- Model positive behaviour
- Provide a personalised approach to the specific behavioural needs of particular pupils
- Record behaviour incidents
- Be responsible, with the support of the headteacher, for creating a high quality learning environment and teaching good behaviour

Parents and carers will:

- Support their child in adhering to the Christ's College code of conduct

- Be accountable for the behaviour of their child both inside and outside the college
- Inform the school of any changes in circumstances that may affect their child's behaviour
- Be encouraged to work in partnership with the college to assist in maintaining high standards of behaviour

Students will:

- Make it easy for everyone to learn and for the teacher to teach
- Speak politely to everyone in lessons, meetings and other situations
- Be quiet whenever we are required to be
- Move quietly and sensibly about the college

## **The Christ's College Code of Conduct**

Students are offered a place at Christ's College on condition that parents/carers agree to support the college's standards of discipline which include students being excellent ambassadors at all times, and especially whilst wearing college uniform. We expect all students to uphold our high standards by following this agreed College Code of Conduct, which has been subject to consultation with all members of our community.

### **Respect God**

Remember at all times that we belong to a Christian community and respect the gospel values which underpin our beliefs. The college's core values are; **Love, Co-operation, Stewardship, Respect and Service.**

### **Respect ourselves and others**

- Always be on your best behaviour
- Wear your uniform with pride
- Treat everyone with respect
- Follow instructions from an adult at the first time of asking
- Treat others as you would wish to be treated

### **Respect our College and community**

- Take care of our college
- Dispose of litter in the bins and help our community when asked to pick up litter
- Walk on the left in an orderly manner around college
- Look after displays and notice-boards

### **Respect our work and achievements**

- Always produce your best work
- Value other people's point of view
- Support others to work in class
- Listen to the teacher and do not shout out

**We know the college's reputation depends on the way we behave both in college and beyond.**

## Recognition and Rewards

At Christ's College, we recognise the motivational role that rewards can play in helping students to realise that good behaviour is valued. Some examples of how students may be recognised and rewarded are:

- Verbal praise
- Written praise
- Postcard sent home
- Telephone call home
- Letter sent home
- Certificate and badges
- Sticker and stamps
- Mention in newsletter
- Student of the fortnight
- House points for:
  - Being ready for learning
  - Good classwork
  - Good homework
  - Outstanding work
  - Attendance
  - Punctuality
- Celebration assemblies
- Reward trips

## Behaviour Management in Practice

Christ's College promotes and encourages good behaviour. All staff have the statutory authority to discipline students whose behaviour is unacceptable, who break the college rules or who fail to follow a reasonable instruction. By law the power to discipline students for misbehaviour which occurs in college and in some circumstances, outside the college rests with all staff. The powers to discipline include the power to discipline students from the college even if they are not at college or in the charge of a member of staff. This means that if a student misbehaves, breaks a college rule or fails to follow a reasonable instruction the teacher can impose a sanction or consequence for that student. This remains true, even if the poor behaviour occurs off the college premises but is witnessed by a member of staff or reported to the college and can be considered to bring the college into disrepute.

## Range of Consequences

Dependent upon the situation, there are a range of consequences that the college can put into place in response to managing behaviour. These may include:

- Restorative meetings between students and teachers
- Use of seating plans and the power to move a student's seat wherever the member of staff deems appropriate
- Removal to a "shadow classroom"

- Progress Leader detention
- Late to Lesson detention
- Homework detention
- Escalated sanction for non-attendance to detentions
- Community service payback – working with members of the college community including the site or catering team
- Report card
- The power to confiscate student’s property
- The power to screen and search students
- Time in the Internal Suspension Room (ISR)
- Fixed term suspension from college
- Managed moves to alternative provisions
- Permanent exclusion

The college’s aim is always to apply proportionate consequences fairly and consistently. However, the college is also required to meet its legal requirement to accommodate any disability or special educational need where reasonable, possible and appropriate. To this end the college will routinely review if there are any underlying additional needs for students who are demonstrating persistent or “high” levels of challenging behaviour. Where appropriate the college can make adjustments where deemed reasonable, appropriate and not significantly disadvantaging other students.

## **Suspensions**

The suspension of a student is a very serious matter. It is not a step which the college takes lightly and it is a consequence of a serious breach of college discipline. Each and every situation will be thoroughly investigated and judged in its own right. The full support of students and parents is expected in any disciplinary matter to avoid any exclusion being made permanent. Some examples of incidents that may result in students being at risk of either a fixed term suspension or permanent exclusion are:

- Use of physical/verbal aggression towards another student or member of staff
- Bullying
- Acting in a manner that endangers the health and safety of others or themselves
- Supplying or possessing a banned substance
- Carrying an offensive weapon
- Persistently disrupting teachers teaching and students learning
- Theft and damage to property
- Bringing the name of the college into disrepute in the local community
- Defiance
- Truancy

Students who receive a fixed term suspension for over 5 days consecutively will be offered education off site as part of this provision. If a student reaches a total of 15 days or above in a term the local committee must convene a meeting to consider reinstatement within 15 days of receiving notice of the exclusion.

Following a suspension, the college may invite parents/carers to attend a meeting with staff to discuss a particular issue in relation to a concern over a student's general behaviour or in relation to a specific incident. This will only be with parents/carers who are officially registered on the college system, or an appropriate adult agreed by both parties prior to any meeting taking place. Students will remain out of circulation in school until that meeting has taken place and the issue has been resolved.

## **Sexual Harassment and Sexual Violence**

The college will ensure that all incidents of sexual harassment and/or violence are met with a suitable response, and never ignored.

Students are encouraged to report anything that makes them uncomfortable, no matter how 'small' they feel it might be.

The college's response will be:

- Proportionate
- Considered
- Supportive
- Decided on a case-by-case basis

Sanctions for sexual harassment and violence may include community service, time in the Internal Exclusion Room, time in the Focus Centre, Fixed Term or Permanent Exclusion.

The college has procedures in place to respond to any allegations or concerns regarding a child's safety or wellbeing. Please refer to our child protection and safeguarding policy for more information.

## **Uniform**

Christ's College has a discrete uniform which is designed to enhance the college's corporate image. College uniform plays a valuable role in contributing to the ethos of Christ's College. Our uniform identifies students as part of our Christ's College community. Being appropriately dressed helps students to develop a positive mind set for learning and supports them in being successful learners.

Students who contravene the uniform policy may be placed into the internal suspension room, or excluded from college.

Uniform expectations are detailed in the college's separate uniform policy.

## **Personal Electronic Devices**

Mobile phones should be handed in to reception on entering college premises in the morning and collected at the end of the college day. Students wishing to contact parents/carers should contact the office, and likewise parents/carers should refrain from contacting students directly and ring the main switchboard. This prevents any misunderstandings and miscommunication.

Smart watches are not permitted to be worn at college.

Any student in breach of the above rules will have their devices confiscated with immediate effect and this will only be returned through collection from the office by a parent/carer.

## **Banned Items**

The following items are banned in college by law:

- Knives and weapons
- Alcohol
- Illegal drugs
- Stolen Items
- Tobacco, cigarette papers and e-cigarettes
- Fireworks
- Pornographic images

Any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property; and any item banned by the college rules which has been identified in the rules as an item which may be searched for. This search may involve the use of a metal detector wand.

In addition to all of the above, the following items are banned by the college rules:

- Solvents
- Items worn or possessed that are not in line with the School Uniform Code (see the uniform policy)
- Shisha Pens/vape pens
- Energy drinks and fizzy drinks
- Laser pens
- Chewing gum
- Fidget spinners
- Aerosols
- Air Pods/wireless headphones
- Prescription medicines without the patient's name, date of prescription, dosage and name of drug
- Over the counter or other non-prescription medicines without a parental note of authorisation
- ICT virus equipment

The latest [guidance on searching, screening and confiscation](#) protects staff from liability to, or loss of, any confiscated item provided staff have acted lawfully. The college also exercises the power to search without consent for prohibited items, including stolen items, cigarette related items, pornographic images, articles likely to be used to commit an offence and also cause damage to property. In cases of weapons and knives and extreme or child pornography, the police will be called and the material handed to them. The college also exercises the right to look at the content of mobile phones and other devices, inform the police and delete material if it is deemed necessary and inappropriate.

## **Drugs**

Students found supplying or distributing illegal substances face Permanent Exclusion from college. Students found in possession of illegal substances will on the first occasion automatically receive a Fixed Term Suspension, and the police will be informed.

The college will exercise its right to ask students to empty pockets and bags in cases where drug use/possession is suspected. All students will be referred to the police to be dealt with under the Misuse of Drugs Act.

## **Fighting**

The college has a clear 'no touch' rule for students, which includes aggression or retaliation. Students who are physically aggressive will face serious disciplinary consequences, which may include time in the IER or Focus Centre, a fixed term or permanent exclusion.

## **Bullying & Harassment**

At Christ's College, we want everyone to feel included, respected and safe. We will not tolerate verbal or physical abuse, which includes name-calling, harassment based on race, religion, sexuality, culture or sexist comments.

Christ's College Anti-Bullying Policy outlines in detail on the college's zero-tolerance approach and how this behaviour will be responded to.

## **Equipment**

Students are expected to be fully equipped for learning when they attend college. Equipment expected includes:

- Pen, pencil, ruler, calculator, protractor and student planner
- Correct books for a particular day
- Correct clothing and equipment that a particular lesson requires (e.g. PE and Food)
- Christ's College rucksack

Persistent failure to bring correct equipment will result in sanctions being applied to a student.

## **Fire Safety**

Most fire alarm buttons are protected by a cover which has to be deliberately pulled up to break glass and push a button. Any student setting off a fire alarm without just cause or abusing fire-safety equipment may be excluded. Actions which deliberately endanger the safety of others may lead to permanent exclusion. Any charges incurred will be passed to the parents.

## **Homework**

Homework is set in accordance with the college's homework policy. Staff may choose to keep students after college to complete any missed homework. The Show My Homework portal will inform parents if a student has not handed in homework.

## **Poor Punctuality**



The college day starts at 8.30am and students should be in the building in advance so they are lined up on the MUGA at 8.30am. Students that arrive late (after 8.30am) will be expected to sign in at the office to receive their mark. Students repeatedly arriving late to college may be referred to the Education Welfare Officer.

## **Smoking**

Christ's College is a No Smoking site (including the use of electronic smoking devices such as vapours and e-cigarettes) and as a result operates a strict No Smoking Policy for any person on site. Sanctions will be put in place for those who choose to possess or use these items while at college, the items will be confiscated and they will not be returned.

## **Inappropriate Language**

Foul and abusive language is not tolerated at Christ's College. Any foul language directed at a member of staff or about them, will result in exclusion.

## **Conduct Outside of College**

Teachers have a statutory power to discipline students for misbehaving outside the college premises. Section 89(5) of the Education and Inspections Act 2006 gives the Principal a specific statutory power to regulate students' behaviour in these circumstances "to such extent as is reasonable".

This college's behaviour policy allows us to discipline a student for any misbehaviour when the child is:

- Taking part in a college/college organised or college/college related activity
- Travelling to college or from college
- Wearing college/college uniform
- In some other way identifiable as a student at the college

Or misbehaviour at any time, whether or not the conditions above apply, that:

- Could have repercussions for the orderly running of the college
- Or poses a threat to another student or member of the public
- Or could adversely affect the reputation of the college

The college reserves the right to work with the police on such matters if necessary and sanction if required.

## **Use of CCTV and Requests for Documentation**

Christ's College will not release copies of CCTV footage as this would contravene Child Protection and safeguarding guidelines. Documents containing information which names other students will always be anonymised to protect individuals. Should a request be made for copies of specific documentation this will incur a charge. This will cover photocopying and administrative costs. Administrative costs will be charged in thirty minute segments based on the half-hourly rate for the administrator.

The college will review this policy and assess its implementation and effectiveness. The policy will be promoted and implemented throughout the college.

## **Physical Intervention**

It is clear that staff are permitted, by law, to use physical intervention to prevent a criminal offence occurring, to prevent physical injury and to maintain good order and discipline. There are also a range of other circumstances where physical intervention may be required.

Staff are allowed to use reasonable force when restraining students who are acting in a threatening or dangerous manner or to prevent an accident. See the "Use of Reasonable Force" document - [Use of Reasonable Force – Advice for Headteachers, Staff and Governing Bodies](#).

## **Malicious Allegations**

Where a student makes an allegation against a member of staff and that allegation is shown to have been deliberately invented or malicious, the college will discipline the pupil in accordance with this policy.

Where a student makes an allegation of sexual violence or sexual harassment against another pupil and that allegation is shown to have been deliberately invented or malicious, the college will discipline the student in accordance with this policy.

In all cases where an allegation is determined to be unsubstantiated, unfounded, false or malicious, the school (in collaboration with the local authority designated officer, where relevant) will consider whether the student who made the allegation is in need of help, or the allegation may have been a cry for help. If so, a referral to children's social care may be appropriate.

The college will also consider the pastoral needs of staff and pupils accused of misconduct.

Please refer to our child protection and safeguarding policy for more information on responding to allegations of abuse against staff or other pupils.