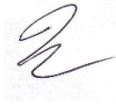


# Behaviour Policy (Sixth Form)

## Ellesmere Port Catholic High School



Approved by:	Mr J Coucill, Chair of Governors 
Lead of Review:	Mrs L Henderson, Director of Learning & Support
Last reviewed on:	July 2021
Next review due by:	July 2022

## **Rationale:**

The Sixth Form Disciplinary procedure is designed to enable students to achieve their maximum potential and to treat them as young adults by adopting practices reflective of those in the workplace. It works in conjunction with the whole school discipline policy and other policies where appropriate. Every attempt will be made to resolve difficulties informally and at an early stage to ensure students remain in the Sixth Form and succeed in their chosen courses. Formal disciplinary procedures for managing students will only be used when informal strategies have failed or in the case of a serious incident.

At EPCHS6 we believe in entering into a partnership with every single student. We believe in some basic principles. Everyone in the Sixth Form has the responsibility to help create a happy, learning environment. We want everyone to feel as though they are treated as an individual and a valuable person. We do not apologise for having high expectations and we expect all students to respond positively to the warm partnership existing between students and staff. On the rare occasion that we have concerns about progress and behaviour, students may be subject to our disciplinary procedures as detailed below.

## **Our values: What really matters to us**

- Strong Catholic Ethos
- Ensuring every child is known
- High expectations of everyone
- Excellent leadership at all levels
- Excellent teaching
- Excellent behaviour and personal standards
- At the heart of the community

## **Aims:**

- To enable each student to fulfil their potential;
- To support students as they assume responsibility for their own learning and behaviour;
- To ensure acceptable standards of behaviour;
- To maintain a safe and productive environment in which to work;
- To foster respect for self, others and property;
- To ensure that students are fully aware of Sixth Form procedures relating to student behaviour;
- To work in partnership with parents/guardians wherever possible;
- To ensure that the good name of the school is upheld.

## **Misconduct includes:**

- Disruptive behaviour in class or in the study rooms.
- Continued defiance and/or failure to follow EPCHS 6<sup>th</sup> rules.
- Harassment and bullying.
- Physical or verbal abuse of other members of the school community, student or staff.
- Mischievous allegations against other students or a member of staff.
- Cheating and plagiarism.
- Dangerous driving on school premises.
- Vandalism including graffiti.
- Inappropriate behaviour during an extra-curricular activity, while on a study visit or approved Sixth Form activity.

- Failure to comply with the school’s policy on smoking, alcohol or drugs.
- Possession of an offensive weapon.
- Failure to comply with the strategies previously put in place in order to facilitate change/success.

### **Informal disciplinary procedures:**

The efforts of staff at EPOCHS are directed towards helping students and every attempt will be made to resolve difficulties informally, and at an early stage, to ensure students succeed.

As part of the informal disciplinary procedures students will receive:

- Clear guidance on the effort and behaviour expected of them at the beginning and throughout their course.
- A timely and clear indication on each occurrence when their effort or behaviour is not appropriate or sufficient, in order that they are aware of what is expected of them and the steps needed to remedy the situation.
- Discussion or ‘quiet chat’ by form tutor or subject teacher to indicate that their progress or behaviour needs attention and counsel the student as to the improvement required.
- At this stage there is the option by both form tutor/subject teacher to raise their concerns in a phone conversations home.

## **1. Staged/Formal approach to behaviour**

### **Stage 1**

<b>Reasons</b>	<b>Action</b>
<ul style="list-style-type: none"> <li>• Failure to respond to repeated informal disciplinary procedures (see above).</li> <li>• Failure to complete assessments/class work/home learning to the required standard.</li> <li>• Inappropriate behaviour.</li> <li>• Inappropriate behaviour that results in a Presence call-out.</li> <li>• A student may be placed directly onto Stage 1 for a single, more serious misdemeanour.</li> </ul>	<ul style="list-style-type: none"> <li>• Detentions set by class teacher/subject leader.</li> <li>• Formal Verbal warning 1</li> <li>• If necessary Formal Verbal warning 2.</li> <li>• Formal meeting with student and Pastoral Lead to discuss issues.</li> <li>• Action plan to address problems and set date to review progress.</li> <li>• Parents/guardians will be contacted by phone to discuss the issues.</li> </ul>

## Stage 2

Reasons	Action
<ul style="list-style-type: none"><li>• Failure to address the issues that led to stage 1.</li><li>• A student may be placed directly on Stage 2 for a very serious misdemeanour.</li></ul>	<ul style="list-style-type: none"><li>• Detention set by H of 6<sup>th</sup>.</li><li>• Formal Written Warning 1 - Letter home to inform parents/guardians of the issues and the actions being undertaken with Pastoral Lead/Hof6th.</li><li>• Parents/guardians invited to discuss the issues with Pastoral Lead/Hof6th.</li><li>• Action plan to address problem set and date to review progress will be fixed at the meeting.</li></ul>

## Stage 3

Reasons	Action
<ul style="list-style-type: none"><li>• A student who fails to address the issue(s) that led to them being placed in Stage 2.</li><li>• For a number of very serious misdemeanours.</li></ul>	<ul style="list-style-type: none"><li>• Final Written Warning 2.</li><li>• Parents/guardians are invited to attend a meeting with Pastoral Lead/Hof6th /Head Teacher.</li><li>• Reasons for being placed on Stage 3 explained and student asked to withdraw from the Sixth Form.</li><li>• Support and guidance will be provided for a move to another educational institution, apprenticeship or employment.</li></ul>