



BROOKVALE GROBY LEARNING CAMPUS

Valuing Everyone, Achieving Excellence

Will Teece, Headteacher

Telephone: 0116 287 9921 Website: www.brookvalegroby.com

BGLC Student Conduct Policy and Procedures - Post 16

Post 16 students are role models for the school and their behaviour and conduct should be befitting of a Post 16 student. Poor behaviour or conduct of a Post 16 student both in and out of lessons will be monitored and any student whose conduct is of concern will be dealt with following the procedures below.

Issues with the conduct of a Post 16 Student includes, but is not limited to:

- Conduct and behaviour in lessons
- Conduct - Failure to follow instructions
- Conduct and behaviour outside of lessons - in study rooms/dining rooms/corridors etc
- Conduct - Failure to comply with the dress code
- Conduct and behaviour during school trips/excursions
- Conduct towards members of staff and other students.

1 Teachers, Tutor, Post 16 Team	<u>Conduct Issue</u> Challenge the conduct of the student using the appropriate response. Enter P1 behaviour level on SIMS
2 Teachers, Tutors, Post 16 Team	<u>Conduct Issue Stage 2</u> If the student does not respond correctly to your challenge and follow your instructions, then issue an appropriate sanction. Enter P2 behaviour level
3 Teachers, Tutors, Post 16 Team	<u>Conduct Issue Stage 3</u> If a student does not correct their conduct following the sanction then refer to the Post 16 Team with the student name and brief description of the issue. Sanctions may be put in place depending on the nature of the issue.
4 Head of Post 16/SLT Link	<u>Conduct Issue Stage 4</u> If a resolution can not be met following stage 3 then a meeting with the Head of Post 16/SLT Link, the student and parents will be arranged.
5 Headteacher	<u>Conduct Issue Stage 5</u> If a resolution can not be met then a meeting will be arranged with the Headteacher, student and parents to discuss the next steps. The Headteacher reserves the right to withdraw a student's place at BGLC at any time. Once the meeting has taken place a formal letter will be sent to confirm the final decision.



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Serious & Gross Misconduct

If we consider an incident to be sufficiently serious we may progress a student to at least Stage 4 immediately. Moreover, the Headteacher reserves the right to withdraw a students' place of study at Brookvale Groby Learning Campus if there has been an incident of gross misconduct. Gross misconduct is normally determined by the severity of the incident or where, despite previous warnings, unacceptable behaviour has been repeated. In such instances a student may be suspended whilst an investigation takes place into an incident or situation in which they may have been involved. Such a suspension does not attach blame to the student concerned; it does, however, mean that the investigation can be undertaken in a fairer, more effective manner for all concerned, including the student themselves.

Appeals

Both students and parents have the right to appeal the decision taken by the Headteacher to withdraw the place of study at BGLC. This can be done in writing, addressed to the Chair of Governors at the school address. A sub-committee of the Governing Body will convene a meeting within a maximum of 15 working days to consider the decision taken by the Headteacher. Parents, students and the Headteacher are invited to this meeting to make appropriate representations. The decision of the Appeals Committee will be final.



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All Staff - Conduct Issue - Stage 1

Challenge the conduct of the student using the appropriate response.



Conduct Issue Stage 2

If the student does not respond correctly to your challenge and follow your instructions, then issue an appropriate sanction.



Conduct Issue Stage 3

If a student does not correct their conduct following the sanction then refer to the Post 16 Team with the student name and brief description of the issue. Sanctions may be put in place depending on the nature of the issue.



Conduct Issue Stage 4

If a resolution can not be met following stage 3 then a meeting with the Head of Post 16/SLT Link, the student and parents will be arranged.



Conduct Issue Stage 5

If a resolution can not be met then a meeting will be arranged with the Headteacher, student and parents to discuss the next steps. The Headteacher reserves the right to withdraw a student's place at BGLC at any time. Once the meeting has taken place a formal letter will be sent to confirm the final decision.