



BEHAVIOUR MANAGEMENT POLICY - SHERBORNE SHORT COURSES

Originally written by Deputy Head Co-curricular, September 2023;

Amended by Compliance and Operations Manager and approved by Director of Short Courses, November 2023;

Next Review: November 2024

This policy should be read in conjunction with other School policies, including:

- Prohibited Drugs and Substance Abuse Policy
- Alcohol Policy
- Smoking and Vaping (Students) Policy
- Anti-Bullying Policy
- Use of Force to Control or Restrain Students
- Procedure for Conducting a Search

Values, Expectations and Standards

1. General Statement of Policy

- We take pride in our School community. Everyone matters. We respect all those around us.
- We will ensure our behaviours in and outside School represent the highest of standards. We shall celebrate success together and support each other at times of difficulty.
- We are committed to uphold the School's expectations and standards, ensuring we fully participate in all areas of School life, including academic, boarding, sports, activities, events, and excursions.

2. Shared Values, Expectations and Standards

To help ensure that students understand and are able to commit to the Values, Expectations and Standards of Sherborne School, they will be given opportunities to discuss these with their teachers, house and other short courses staff. The below summarises those things that we value and the expectations that we should have of one other.

Deeply held respect

We shall have a deeply held respect for ourselves, our peers, the staff, and the School and its traditions. We should expect this to be reciprocated by others. We will achieve this through:

- *understanding and being sensitive to differences, ensuring kindness to all and standing up*

- to anything that could be, or which encourages or facilitates, unkindness or bullying;*
- *showing a respect for everyone whatever their age, race, gender, religion, marital status, background, sexuality, or identity;*
 - *standing up for what we believe, while considering and respecting the views of others;*
 - *learning to listen, being tolerant, and considerate of others;*
 - *looking after our community, its people, and its environment;*
 - *engaging purposefully in lessons and supporting rather than disrupting the learning of others.*

Independence and self-confidence

We will aim to be better versions of ourselves, possessed of resilience, self-confidence (without arrogance) and an open mind. We will be aware of the world around us and able to reach out to others. We will achieve this through:

- *having the desire to make a positive difference;*
- *taking responsibility for the way we use and manage our time and work, ensuring we meet deadlines and producing work to the best of our ability;*
- *being friendly, empathetic, compassionate, decent and kind;*
- *developing the strength to stand up to our peers in support of what is right without fear of exclusion from the group;*
- *ensuring that the way we dress and present ourselves shows respect for ourselves and for the School.*

Passions, skills, and personal qualities

We all understand that there are consequences to our actions, both good and bad. If we get it wrong, we shall change our approach rather than make excuses. We shall achieve this through:

- *taking responsibility for our actions, having the confidence to confront difficult situations and not to fear failure;*
- *being open to new ideas and challenges, recognising the many positive outcomes of doing things that are difficult, achieving our goals and pushing ourselves;*
- *acknowledging when we get things wrong.*

Intellectual enquiry, curiosity, and creativity

We will take pride in our work and ensure we do our very best, making the most of the opportunities we have. We will achieve this through:

- *appreciating the inequalities in the world and truly understanding how lucky we are;*
- *becoming independent thinkers through the inquisitiveness that allows us to explore ideas;*
- *having a passion for knowledge and intellectual exploration, recognising how rewarding it is to learn, contribute, work hard, and achieve.*
- *developing good communication skills and feeling confident working with others in the knowledge that everyone's opinions matter.*

3. Education, opportunity, and care

Students will receive individualised support in order to help them thrive, be happy and achieve.

Academically, the School will:

- *promote an environment conducive to learning where the students are actively involved in the lessons;*
- *promote and encourage independent thinking and learning;*
- *challenge the most able;*
- *reward both effort and attainment;*

Pastorally, the School will:

- *provide a safe and healthy environment for all;*
- *nurture an open and trusting culture which allows students to feel comfortable, confident, and respected;*
- *promote a caring atmosphere of tolerance to prevent unkindness, harassment, and bullying;*
- *help students develop responsibility for themselves, for others and for the local and global environment;*
- *encourage students to take on responsibility and lead, as well as develop their ability to work as part of a team;*
- *encourage students to contribute to the welfare of others in the School and wider community;*
- *ensure that students feel able to turn to members of staff to share the good things in their lives, as well as seeking advice and support during times of difficulty.*

Through its co-curricular provision, the School will

- *provide an extensive programme of sports and activities that enables all students to find something they enjoy;*
- *offer activities that enable students to push themselves and take risks, understanding that it is often through failure that we grow and develop;*
- *provide opportunities for students to perform and exhibit their talents;*
- *offer a wide range of trips and excursions, allowing students to gain new experiences;*
- *organise busy and vibrant social events which enable students to relax and make new friends.*

4. Rewards

We believe in the fundamental importance of acknowledging and praising effort, attainment, and responsibility. We believe it to be equally important to recognise good behaviour, positive values, and kindness. Recognition is often best achieved through informal conversations and notes of congratulation as well as on occasions such as House assemblies and House meetings.

We **all** seek to celebrate achievement and to praise individuals and groups. It is essential, in these moments of celebration, that parents are also made aware of their child's efforts, achievements, positive behaviours or acts of kindness. Short Course staff will inform the Short Course Management Team of these – who will ensure that parents are notified.

5. Behaviours which undermine our values and fall below the standards we expect

Regrettably, from time to time some students may, through an incident or pattern of poor behaviour, fall below the expectations that we have and thus fail to reflect the values of the School. This occurs, for example, when a student:

- fails to do homework or classwork to an acceptable standard;
- behaves in a way that disrupts the learning of others;
- creates relationships with other students that are unkind and cause unhappiness;
- shows a lack of respect;
- thoughtlessly wastes the time of others;
- rejects the authority of staff;
- persistently misbehaves;
- fails to attend lessons or is repeatedly late;
- behaves dangerously;
- deliberately or recklessly damages property belonging to others or to the School;
- involves themselves in theft or dishonesty;
- engages in the inappropriate use of technology, including to access and distribute material that is considered by the School to be offensive, indecent, or which is contrary to the values and expectations of the School;
- breaches the policies on smoking and vaping, or alcohol consumption and possession;
- possesses, deals in, or abuses prohibited substances;
- exhibits aggression towards, insults, assaults, or bullies any member of the school community;
- fails to abide by the School's requirement to address appropriately.

The above list is not exhaustive but simply describes some examples of bad behaviour which are at odds with the values, expectations, and standards of the School.

The School attempts to deal with these bad behaviours by working closely with parents and agents and by taking appropriate actions, such as:

- talking things through directly with the student(s) involved with the aim of getting them to acknowledge that the behaviour was unacceptable and to understand there would be further consequences were the behaviour to be repeated. This would ordinarily be a conversation between the Director of Short Courses (or other member of the Short Course Management Team), Academic Assistant, Head of House or Matron.
- telephoning, writing to or meeting with parents and/or agents to discuss a common approach and strategy;

- involving outside agencies or professionals;
- monitoring work *via* special report cards or individual work checks;
- sanctions such as reprimands; detentions; suspensions; withdrawal from events, activities, or trips;
- in circumstances where the Director of Short Courses deems there to be no other option, a student will be asked to leave the Short Courses.

Corporal Punishment

It is the policy of Sherborne School not to use or threaten the use of corporal punishment. Any use of force by staff will be reasonable, proportionate, and lawful. Details of circumstances in which force or restraint may be used are covered in the School policy *Use of Force to Control or Restrain Students*.

SANCTIONS

Students' records of sanctions are maintained in the School's database/internal processes.

Members of staff impose a sanction in response to behaviours which undermine our values and fall below the standards we expect and are applied taking account of the student's age, English language ability, any Special Educational Need or disability they may have, and any religious circumstances that apply to them. Members of staff must consider these additional needs of the student when applying sanctions.

Steps are taken to prevent all forms of bullying amongst students. Incidents of bullying are responded to by both the appropriate sanction and support for both victim and bully. The school's approach to preventing and tackling bullying is covered in more detail in the *Anti-Bullying Policy*.

Expulsion and removal

Sherborne School (main term) has a separate policy on expulsion and removal (*Expulsion, Removal and Review Policy*) available *via* the School's website. The appendix contains some examples of circumstances which may lead to expulsion (or required removal as an alternative to expulsion). The equivalent sanction on the Short Courses would be to ask the student to leave.

Behaviour outside School

Students should always behave with consideration, courtesy, and respect for other townspeople. It should be noted that eating and drinking are not allowed in the street.

Public displays of affection

- Public displays of affection are not permitted for students on the Short Courses.
- There should be no excessive or prolonged demonstrations or romantic affection

- 'Public' is defined as any areas outside of the school campuses, plus any areas within school where such behaviour could cause offence or embarrassment to others, be they students or staff.
- Inappropriate behaviour will be reported to the Director of Short Courses or the relevant Head of House.

In dealing with instances of unacceptable displays of affection or physical intimacy, the School will consider the details of the incident and will respond appropriately depending upon the seriousness of the incident.

Appearance

Students are expected to be appropriately dressed at all times. If students refuse to follow the instructions of staff and openly do not adhere to this requirement, they can expect to receive the recommended sanction up until the time they comply with the instructions; examples would include a refusal to put on shirt/t-shirt if asked by a member of staff.

Mobile Devices

We recognise that new technologies and mobile device use are both integral to the lives of students and offer benefits to them and their families. Their use in an academic environment as a tool to support learning is also very clear and we wish to help students to learn to use them in a positive way. Students are expected to follow what is outlined in the student handbook with regards to mobile device use.

Breaches of the law

It is to be clearly understood that breaches of the law also constitute breaches of School rules.

Tobacco smoking

If the offence has been committed inside a School building, or in breach of legislation on smoking in public places, a student will usually be withdrawn from all aspects of the Short Courses for a period of up to 24 hours. Other than to take meals, they will be required to remain in their boarding house.

Students caught smoking elsewhere will receive an alternative sanction such as a detention.

The selling of any tobacco product and the supply of such materials to those under 16 is illegal. Such actions are a serious breach of School rules, likely to result in the student being asked to leave the Short Courses.

Vaping

As a School we recognise the huge health risk posed by the use of E-cigarettes and Vaping devices and in particular their association with illicit drug use. We therefore consider the ownership, possession and/or use of vaping paraphernalia to be a serious breach of School rules.

Any student found to be selling of any vaping product is likely to be asked to leave the Short Courses.

Alcohol

Students on the Short Courses are not permitted to drink alcohol at any time, even if they are legally allowed to do so in their own country or have reached the age of 18. The consumption of alcohol, or the provision of alcohol to other students will be seen as a serious offence which will lead to a sanction or, possibly, in the student being asked to leave the Short Courses.

Drugs and Substances

Our sanctions policy is as follows:

- Any student selling or distributing drugs or otherwise actively encouraging their possession or consumption by others must expect to be asked to leave the Short Courses with immediate effect
- Any student possessing or under the influence of drugs may also be asked to leave, unless following consideration of any mitigating factors
- Where there are mitigating circumstances, they will be carefully considered.

Prohibited Items

In addition to items mentioned the possession of the following is also prohibited:

- fake identification;
- fireworks and explosives;
- knives, guns, or anything that the School reasonably deems to be a weapon;
- scooters, skateboards, and rollerblades;
- drones;
- lighters and matches;
- laser-pointers.

Expulsion

A student will not be expelled without grave cause. The circumstances which may lead to expulsion (or required removal as an alternative to expulsion) include:

- theft, blackmail, physical violence, intimidation, racism, and persistent bullying; supply and possession of unauthorised firearms;
- other serious misconduct towards a member of the School community or which brings the School into disrepute (single or repeated episodes) on or off School premises. This could include making a malicious allegation against another member of the School community;
- persistent attitudes or behaviour which are inconsistent with the School's values, expectations and standards;
- vandalism and computer hacking;
- offences of a sexual nature including sexual assault and supply and possession of pornography;
- supply, possession or use of certain drugs and solvents or their paraphernalia or substances intended to resemble them; and alcohol and tobacco.