

14+ Academies
(14+ Apprenticeship Academy,
14+ ESOL Academy & 14+ PTECH Academy)
Promoting Positive Relationships & Supporting Behaviour Appendix

Introduction

The aim is to provide a safe, positive and supportive environment to all members of the 14+ Academies, which is vital to effective learning and future progression.

We believe that only through learners, parent/carers and staff all working closely together, will we create the intended environment. Moreover, we are certain that a successful environment is one in which there are strong relationships between all members of the community. To do this, we aim to put creating high quality relationships at a core of our practices. Finally, all members are expected to help maintain a positive environment, with showing respect and trying their best, as the minimum requirements.

Parents/Carers

We believe that the triangle between learners, staff and parents/carers is vital to the success of a learner's time at the 14+ Academies. As well as the learner investing their time and effort in following the behaviour policy, in choosing to send their young person to the 14+ Academies, we also expect parents/carers to commit to supporting the policies and their young people.

Rewarding Success (Positive Consequence)

The 14+ Academies believes one of the key strategies in promoting a positive environment is through the use of rewards. As such, learners are rewarded for their hard work and effort at College in a variety of areas including attendance, punctuality, behaviour, showing respect and trying their best. The list below details just some of the ways that learners are rewarded and celebrated:

- Praise
- Stamps (prize box)
- Accolades (design your own trip)
- Positive calls home
- Reward meals
- Reward breakfasts
- Extended lunches
- Reward afternoons
- End of term awards
- Certificates placed in record of achievement
- Variety of trips including surprise events and leisure activities

Supporting Learners

A wide range of support strategies are available to all learners to not only build, maintain and repair relationships but also ensure their time at the 14+ Academies is successful both developmentally and academically:

- Meet and greet arrangements
- Restorative conversations and interventions

- Academic interventions during and after college hours
- Mentoring and 1-1's
- Student Support Plan
- Development curriculum including
- Self-help walls and sessions
- Range of extra-curricular sessions
- Access to wellbeing drop-in sessions and/or counselling appointments
- Workshops delivered by external partners focussing on wellbeing and safety as well as progression from young person to young adult
- Referral to internal teams (including wellbeing, safeguarding and careers teams)
- Referral to external agencies (including Children Social Work Services, Education Psychology Service, MindMate, Marketplace, Forward Leeds, Basis, Sexual Health Clinic and Eating Disorders Team)

In addition, learners may be placed in after school academic interventions. These interventions, by subject teachers, aim to help where there is a gap in knowledge or where progress is falling behind. Learners are required to attend these interventions.

Restorative Approaches

When expectations and values are not met, or conflict develops, we will endeavour to try and address this through a restorative approach. This enables relationships to be mended or even improved, and those involved be able to move forward positively.

This approach may be used in conjunction with appropriate consequences, in order to meet the 14+ Academies needs to ensure the safety of everyone within the community, to ensure an environment is effective for all its members and/or to address ongoing issues.

Behaviour out of College

Learners are always encouraged to uphold high levels of personal expectations whenever they are out of college. Staff may intervene for incidents or behaviour outside of college that could, for example, have repercussions for the orderly running of the 14+ Academies or pose harm/threat towards another learner or staff. The 14+ Academies cannot be held responsible for learner behaviour when out of college, but where feasible, will endeavour to investigate any incident reported to the college, and to provide appropriate support.

Taking Action where Expectations are Not Met

Whilst the 14+ Academies is committed to our work building strong relationships and using restorative approaches, at times there may be consequences to learners' choices which are outlined below. Additionally, we recognise that some challenging behaviour is a symptom of a problem or a way of communicating and therefore we will always support the young person alongside any consequence that is in place.

Detention

Detentions have the following purposes: to reflect on, discuss, and put right situations where expectations have not been met. For example, to address lateness to college or lessons, to rectify homework issues, or to respond to unacceptable behaviour. These will mostly be dealt with through lunchtime or after school detentions that may be issued by any staff member. Where possible,

detentions will be completed on the same day in order to positively move forward as soon as possible. Failure to attend a lunchtime detention will result in an after-school detention. Failure to attend an after school detention will result in a one day exclusion.

Internal Exclusion

In some circumstances, SLT may decide that students complete with them in the SLT office. This will allow learners an opportunity to reflect on, and to discuss, the current situation and what can be done to put it right. These days are usually issued to address learners who are not meeting expectations for attendance or punctuality. Learners in internal exclusion will complete work provided by their usual teachers.

Monitoring Report

The 14+ Academies, on occasion, may decide to place a learner on a monitoring report. This report will allow learners to understand lows, highs as well as patterns to their college day with appropriate positive rewards or further intervention be put in place. The reports, which specifically focus on effort and behaviour will be made available to parents/carers at the end of each week so reflection can take place at home too. The report is available in three tiered colours to be signed at the end of each day by the following staff members:

Green – Form tutor and Head of Year

Amber – Form tutor, Head of Year and Deputy Head

Red – Head of Year and Deputy Head and Headteacher

Fixed-Term Exclusion

The 14+ Academies response to learners who do not meet expectations will be made in the context of the supporting positive behaviour strategies set in this document, and will encompass a range of strategies, with fixed-term exclusions as one option. Fixed-term exclusions will be closely considered for learners who display persistent misbehaviour, abuse, harm or threat to another learner or staff member (including bullying) or other serious incidents such as those involving dangerous or illegal objects and substances.

Formal Supporting Behaviour Meetings

The 14+ Academies follows a similar process of three stages of meetings as described in section Appendix 3: Formal Supporting Behaviour process. During all stages, parents/carers will be requested to attend. Stages 1 and 2 will be completed by members of the SLT and stage 3 completed by a senior leader from within the wider college. The staff members leading the meeting will direct conversation primarily at the learner to understand what the current situation is, and to plan a positive outcome using a range of strategies including targets being set to support a positive outcome.

Alternative Placements

The 14+ Academies has a range of alternative provisions to consider for learners who, for a variety of reasons, are not meeting expectations. All alternative provisions are robustly monitored to ensure learners academic and developmental progress is tracked.

Permanent Exclusion

Permanent exclusions will normally be used only as a last resort when a range of other strategies has been exhausted. In exceptional circumstances, the College may consider it appropriate to permanently exclude a young person for a serious one-off event. If permanent exclusion does occur, the College will inform the Local Authority who then have a responsibility for providing education from Day 6.

Internal Appeal

For information on appealing permanent exclusion, please refer to section 5.42 Appeals. Please note that the appeal should be made by the Parent/Carer rather than the learner.

Mobile Phones and Electronic Devices

We are a big believer in the advantages of using technology, including mobile phones in learning environments. However, it is clear that mobile phones can be a distraction to learners and therefore, we have a clear policy in place to make sure mobile phones are used to aid learning as much as possible.

Learners are expected to store mobile phones in their lockers during class time. Any learner who uses a mobile phone during class, their mobile phone causes a distraction to other learners such as falling out of their pocket, or whose mobile phone goes off during class time, will have their phone or device confiscated. Additionally, we encourage learners to make sensible use of smart watches including those from Apple and FitBit. If these are used inappropriately they will be confiscated following the same process detailed below:

Confiscation

If a member of staff asks a learner to hand over their mobile phone it is expected this instruction will be followed. Staff will work with learners so the process is understood and explained to them.

First occasion – per half term

The learner may collect their mobile phone at the end of the college day from the SLT office. Phones will be stored in an SLT's locked draw.

Second occasion – per half term

For five days the learner must hand their mobile phone to the SLT office at the start of each day. They can then collect the mobile at the end of each day. Phones will be stored in the safe and parent/carer informed of this.

Third occasion – per half term

The mobile phone will only be returned to parent/carer (a member of staff will inform parent/carer by telephone on the day of confiscation). Phones will be stored in the safe.

On some occasions, a staff member may wish for learners to use their mobiles to aid learning. The staff member will make clear when this is the case. The staff member will also make it clear when mobile phones should not be used once the activity is complete after which, if any of the rules above are broken, the mobile phone or device will be confiscated.

Any learner who refuses to follow these instructions when requested will be excluded for the remainder of the college day and then complete which action stated above depending on the number of occasions.

Dress Code

The 14+ Academies are strong advocates that requiring learners to wear a matching uniform does not actually help towards successful outcomes. Additionally, this approach is designed to help our learners be themselves, be individual and also comfortable. As such, learners are not required to wear a college uniform. However, preparing young people for their futures and the world of work is a key priority for staff

at the 14+ Academies. Therefore, all learners must adhere to the dress code policy which is detailed in The Welcome Booklet given to all learners as part of their enrolment. If learners do not follow the dress code, SLT will react in the following way:

First occasion – Learners are prompted of the dress code and the exactions associated with it as well as reminded of the reasons and importance of our policy.

Second occasion – Learners are required to return home and get changed into clothing that follows the policy. Parents/Carers are informed of this and are asked to support in speaking with their young person.

Searches

Senior staff have the power to search, with consent, for any prohibited item (this includes but is not limited to weapons, alcohol, illegal substances or any tobacco/smoking related accessories). This enables staff to perform a search which may involve the removal of outdoor clothing, the emptying of pockets, searching of a learner's bag and/or the searching of their locker and belongings within. Two staff members will assist with this; one to carry out the search and one to witness and support. Searches will take place in a space away from other learners. Where a student does not consent and there is reason to believe they are in possession of an item prohibited by law, then the police may be called.