



Behaviour Policy

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Policy Owner	Policy Director Lead
Head of Education	Director of Education

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Printed on: _____ (Date) By: _____ (Name)

Signature: _____

1 Aim

The core values and principles that we promote within college are respect and kindness within a safe, calm and purposeful learning environment.

1.1 We aim to:

- Establish a safe and stimulating environment for students, rooted in mutual respect and care.
- Set goals that develop and challenge students of all backgrounds and abilities.
- Consistently model positive attitudes, values and behaviour.
- Ensure the behaviour of all strongly embodies mutual respect irrespective of age, gender, race, religious beliefs, sexuality or ethnicity.
- Provide a total communication environment.

1.2 To achieve our aims, we will:

- Demonstrate at all times our commitment to consistency and kindness and develop positive and rewarding relationships with our students.
- Work to develop strong attitudes of self-worth and respect for others.
- Ensure senior leadership support will be provided to enable colleagues dealing with consistently stressful, challenging situations to share the load.
- Ensure confidentiality and share information effectively within and outside college on a need-to-know basis.
- Consistently work within each student's behaviour support plan. This will ensure consistency of experience for students and multi-disciplinary consistency of approach for colleagues at Mercury College.
- Provide an effective management overview of situations that present a challenge and how these are managed.
- Recognise that in circumstances where restrictive physical intervention needs to be used, colleagues and the student concerned (wherever possible) have an understanding of the reasons for such a course of action through the use of debriefs and post-incident support.
- Ensure, where possible and appropriate, that there is close liaison between family carers and/or residential or supported living services and the college in devising successful strategies to support behaviour of concern.
- Ensure we do not use sanctions or punishments in response to behaviours of concern.

1.3 Role of Senior Leaders and Key Colleague

This policy is rooted in modelling positive relationships, attitudes, values and behaviour and that demonstrates mutual respect and kindness irrespective of an individual's age, disability, gender reassignment, race, religion or belief, sex, or sexual orientation. All leaders and colleagues in school should work to these standards.

2 Relevance of Positive Behaviour Support Approach

In addition to this college-specific behaviour policy, Hesley Group has a well-established Positive Behaviour Support (PBS) Policy.

PBS is an evidence-based approach to supporting people who have learning disabilities, autism and behaviours of concern and in which our colleagues are trained. The aim is to develop an understanding of the causes of behaviours of concern such as self-injury, aggression and violence to others. We aim to achieve this in a person-centred way by helping students to develop positive and rewarding relationships, ensuring they



live and study in an enabling environment, enjoy a lifestyle and stimulating activity appropriate to their needs and being a part of the wider community. Students should experience this throughout their time at the college and in their home environment.

All students will have a bespoke Positive Behaviour Support Plan in place which sets out the strategies and techniques in place to support the student in the college environment.

All Hesley Group colleagues and managers working in transitional services are expected to work to these standards.

There should be:

- A focus on de-escalation and preventative strategies.
- Management of risk or harm using the student's risk assessment as a basis.
- Reflect, repair and restore after a crisis.

Colleagues who have dealt with a stressful situation should be given time to recover from the personal pressure which can arise from such incidents. Senior colleagues should be informed to organise cover and colleague support as appropriate. PBS training will be provided and updated on a regular basis.

Recording of minor incidents in college is the responsibility of the teaching team. More significant incidents and all those where a physical intervention or restriction is used, or an injury occurs, need the completion of an incident form via Ulysses electronic reporting system. The colleague supporting the individual will be asked to complete the incident report onto the Ulysses system and senior colleagues within the college will be responsible for reviewing, responding and managing reports.

3 Mercury College's Response to Bullying

Colleagues will positively promote a no-bullying approach through:

- Being highly observant.
- Promoting self-discipline and good behaviour, e.g. using praise to reinforce any positive behaviour.
- Praising co-operative and non-confrontational behaviour.
- Responding to and following-up all incidents consistently.
- Offering the victim of any incidents immediate support and dealing with the bully by instigating appropriate behaviour support.
- Ensuring that all incidents of bullying are reported to the Designated Safeguarding Lead.
- Discussing bullying with students, taking every opportunity to build the self-esteem of all.
- Promoting relationships and opportunities for students to share concerns with college colleagues.

Every effort will be made to give students ownership and control of their own behaviour using the principles outlined in the positive behaviour support policy.

Whenever possible, students will be actively involved in their education in order to promote independence, self-direction and self-esteem. This includes attending their EHCP review meetings and multi-disciplinary team meetings (when it is deemed appropriate), as well as opportunities to evaluate their achievements on a regular basis.



4 Acceptable Behaviour and Behaviour for Learning

Students, colleagues, parents and carers will all be supported to understand the expected standards of behaviour at Mercury College. These standards work in conjunction with our PBS approach and are in place to ensure that all students are supported to learn when attending the college.

The college rules and expectations apply to all colleagues, students and visitors to Mercury College. Our students have been involved in developing an accessible version of the expectations of behaviour whilst at college which is available at [P&S 3.1.1](#).

Hesley Group colleagues are also expected to work in line with our Values, Behaviour and Appropriate Language Policy [Per 4.8](#)

Every student is given their own copy of the student rules and expectations when they start to attend Mercury College, and they are supported to understand them as part of their college induction with their Tutor.

4.1 Expectations of Students

- Don't bring dangerous or illegal items into the college
- Be ready to learn and take part in the college day
- Treat others respectfully and kindly at all times, upholding the Mercury College values and British values.
- Respect the environment, the building, and the resources within it, treating everything with care and trying not to cause harm or damage.
- Comply with health and safety rules and procedures and follow the instructions of colleagues.

Mercury College supports all students to learn in a safe and supportive environment and our college rules and expectations are in place to support this.

Students should attend college each day ready to learn and should not be under the influence of illegal drugs or alcohol. Should a colleague suspect that a student is under the influence, they will alert the Head of Education, who will assess the situation, seek medical advice and make plans as required. The Head of Education will then escalate the issue appropriately, both internally and with external agencies as required and will consider how the student can be effectively and safely supported with their education.

Treating others with respect includes students being able to attend college safely from abuse and/or harm from others or the fear of abuse and/or harm from others. This includes being free from experiencing violence or aggression and/or harmful sexual behaviour from other students.

All colleagues are alert to safeguarding concerns and receive annual training in relation to the identification and actions required to support students. Students attending the college are supported by a dedicated number of colleagues throughout the college day who are there to support their learning and wellbeing.

The Mercury College Safeguarding Adults at Risk Policy P&S 2.1mc, provides information about the different types of abuse and the reporting mechanisms in place.

Where a student's conduct falls below that which is expected of them, consideration will be given to the action required to support them to improve. Should a student give a colleague a cause for concern, the colleague will update the student's tutor, who will in turn, agree with the Head of Education on the most appropriate way for the concern to be addressed with the student.

Every student has regular MDT meetings in place which can be utilised to discuss, agree and monitor strategies to support the student.

Parents and/or carers may be informed about any concern however, where possible all concerns will be addressed with the student in the first instance.

4.2 The role of Mercury College Colleagues

It is the responsibility of all Mercury College colleagues to ensure that the college values are promoted and that their classes behave in a responsible manner during the college day in line with the rules and expectations.

Mercury College colleagues should have high expectations of students in relation to behaviour and strive to ensure that all students work to the best of their ability.

Mercury College colleagues will treat all students with respect and understanding, using positive language that encourages learning and a growth mindset.

All colleagues will support students in line with their Positive Behaviour Support Plan.

4.3 The role of Supporting Colleagues

Colleagues supporting students within the college are expected to adhere to the college rules and expectations, promoting the college values throughout the college day.

All colleagues will treat students with respect and understanding, using positive language that encourages learning and a growth mindset.

All colleagues will support students in line with their Positive Behaviour Support plan.

4.4 The Role of Senior Leaders in the College

Members of the college senior leadership team will liaise with external agencies, as necessary, which enables every student to receive the best possible support and guidance.

The Tutor may also contact a parent or carer if there are concerns about the behaviour or welfare of a student after speaking to the Head of Education or their deputy. Any conversations will be logged and stored with the learner's records and relevant Ulysses record when related to a report of concern or behaviour incident.

Senior leaders are responsible for setting the tone and context for positive behaviour within the classroom and wider college.

They will work with all colleagues to:

- Create and maintain a stimulating environment that encourages learners to be engaged



- Display and provide all students and colleagues with a copy of the college rules and expectations
- Develop a positive relationship with students, which may include:
 - Greeting learners at the beginning of the day
 - Establishing clear routines
 - Communicating expectations of behaviour in a range of ways that students and colleagues can understand
 - Highlighting and promoting good behaviour
 - Concluding the day positively and starting the next day afresh
 - Using positive reinforcement

4.5 The role of the Head of Education

It is the responsibility of the Head of Education to implement the college behaviour policy consistently throughout the college, and to report to the Education board/ Quality Assurance Board on the effectiveness of the policy.

It is also the responsibility of the Head of Education to ensure the health, safety and welfare of all students, colleagues, and visitors in the college.

The Head of Education is notified of all behaviour incidents and concerns within the Ulysses system.

Mercury college has a separate policy in place in relation to exclusions P&S 1.5MC

4.6 The role of parents and carers

The college collaborates actively with parents and carers, so that students receive consistent messages about how to behave at home and at college and what language is appropriate to use.

Parents can access the Mercury College Behaviour Policy along with an accessible version of the college rules and expectations through the college website or can request a paper copy directly from the college.

We expect parents and carers to support learners learning, and to cooperate with the college. We aim to build a supportive relationship and positive communication between the home and the college, and we inform parents and carers if we have concerns about a students welfare or behaviour.

If parents and carers have any concerns about the way that their young person has been treated, they should initially contact the allocated tutor. If the concern remains, they should contact the Head of Education on 01709 861663. If these discussions cannot resolve the situation, then the college's complaints procedure should be followed.

5 **Items that must not be bought into college**

The following items must not be bought into the college:

- Knives and weapons
- Alcohol



- Illegal drugs
- Stolen items
- Tobacco and cigarette papers
- Vapes and E-cigarettes
- Lighter and matches
- Fireworks
- Pornographic images
- Any article that the member of colleagues reasonably suspects has been, or is likely to be, used to commit an offence, or
- To cause personal injury to, or damage to the property of, any person (including the student)

Should any of these items be discovered on college premises the colleagues member who locates the item must take immediate action to keep themselves and the students safe. They must inform the Designated Safeguarding Lead or their Deputy immediately who will take action to secure the item(s). The DSL will alert any external agencies, including the Police and Adult safeguarding services, as required, escalating the concern to the relevant Director in line with our risk escalation procedures [Corp 7.1](#) and ensuring a report is made onto the Ulysses system.

The college follows the DFE's guidelines (January 2018) regarding Screening Searching and Confiscation.

6 Other Documents to be referred to

- 6.1 Mercury College Safeguarding Adults at risk Policy [P&S 2.1MC](#)
- 6.2 Positive Behaviour Support Policy [P&S 5.1](#)
- 6.3 Values, Behaviour and Appropriate Language Policy [Per 4.8](#)
- 6.4 Student Rules and Behaviour – Mercury College [P&S 3.1.1MC](#)
- 6.5 Mercury College Exclusions Policy [P&S 1.5MC](#)
- 6.6 Corporate Risk Management Policy [Corp 7.1](#)