



Sixth Form Behaviour Policy

Sixth Form Behaviour Expectations

Students within the Sixth Form are considered young adults who should set a model of good behaviour for students in younger years. As such, they are considered to be able to make informed choices about their conduct.

1. Attendance at all lessons
2. Punctuality to all lessons
3. Responsible behaviour in and around the school
4. Adherence to the expectations for Sixth Form, including dress code
5. Respect for all within the school community
7. The completion of all schoolwork on time.

In the first instance, low level Sixth Form learning, behaviour, attendance and punctuality issues will be dealt with by the class teacher and will often involve a conversation between the teacher and student or a telephone conversation or meeting with the parent or guardian.

Where a student is repeatedly failing to meet the Home School Commitment within a specific subject a concern will be raised with the Director of Learning for their support in resolving the concern and ensuring that the Sixth Former meets his or her commitments. If the intervention of the Director of Learning does not resolve the situation the relevant Head of Year will be informed. At this point the student will then be placed on the first stage of the Sixth Form Disciplinary Process which is shown on the next page. The Sixth Form Disciplinary Process is a clear, tiered approach which aims to support students to make good choices regarding their behaviour and learning. The process escalates from Stage 1 Monitoring to Stage 5 where a student may be asked to leave the Sixth Form if they have continually failed to meet the commitments as laid out in the Home School Commitment. The process ensures all relevant parties are involved including students, parents or guardians and staff.

In some situations, an incident may be deemed 'serious' and the Sixth Form Disciplinary Process may require to be circumvented.

'Serious incidents' can lead to Sixth formers facing:

- SLT disciplinary panel
- Being asked to sign a 'Behaviour and learning contract'
- Fixed term exclusion
- Sixth Form place withdrawn

Where a serious incident occurs the member of staff involved will complete an incident report as soon as possible so that an investigation can be undertaken by the relevant members of the Sixth Form team.

Serious incidents include,

1. Persistent and continued disruption
2. Outright defiance
3. Serious and/ or continued bullying
4. Fighting
5. Violence or assault
6. Sexually inappropriate behaviour
7. Using or being under the influence of drugs or alcohol
8. Smoking on site
9. Being in possession of drugs or alcohol



10. Supplying drugs
11. Bringing or being found in possession an offensive weapon or illegal substances
12. Bringing 'outsiders' onto Academy property in order to threaten or create conflict
13. Threatening or aggressive behaviour: physical or verbal
14. Racist, homophobic, sexist or discriminatory language or behaviour
15. Deliberate involvement in or instigation of conflict
16. Verbal abuse towards a peer or adult
17. Stealing
18. Possessing stolen property
19. Vandalism and the destruction of property
20. Cheating in a test or exam

Use of Drugs and Alcohol

Drugs, alcohol and smoking are strictly forbidden on site. Should any member of staff suspect that a student is under the influence of an illegal substance or legal high (drowsiness, inability to concentrate, violent mood swings, rolling eyes, smell of alcohol or cannabis on their clothes/breath) the student should be referred immediately to the Senior Leadership Team member on duty who will corroborate the judgement of the member of staff and remove the student to the designated first aider. After being assessed by a first aider, parents will be informed by telephone and the student accompanied home. Should the student be found abusing an illegal substance on the school site, the academy policy is to exclude. Sixth Formers selling or encouraging others to abuse illegal substances will face permanent exclusion from Shire Oak Academy.

Sixth Form Behaviour Interventions

Stage One

Concerns will be noted on SiMs system by subject teacher, form tutor, Director of Learning, Head of Year or Director of Sixth Form. This may trigger a conversation between the student and a member of the sixth form team depending on the nature of the concern. This may then be passed onto the Head of Year for further discussion with the student. Behaviour will then be monitored. An afterschool detention can be issued in extreme situations i.e. when the lesson has broken down due to the behaviour of a student after previous warnings. The member of staff should clearly identify on SiMs what actions they have taken prior to the after school detention being issued. After school detentions should not be issued for failure to complete work or not having the right equipment.

Stage Two

Support will be offered to the student. The nature of this support will be tailored to both the circumstances and the individual student.

This may take the form of:

- Meetings with the Sixth Form team to discuss progress, study skills etc;
- Being put 'on report' in order to enable the Sixth Form team to monitor progress.

At this point, parents may be contacted to alert them to concerns.



Stage Three

The student will attend a formal meeting with their Head of Year, in which they will be given a verbal warning. At this point parents will be contacted and may be asked to attend a meeting. A letter will be sent home to outline the concerns discussed. The student will be set specific targets and placed on a Pastoral Monitoring/Report.

Stage Four

The student will attend a formal meeting with their Head of Year and another member of the Sixth Form team. Parents will be asked to attend the meeting. A second warning will be issued and a letter explaining this sent home.

Stage Five

Students will meet with the Director of Sixth Form and specific targets set. A warning letter will be sent detailing these targets and then with no improvement the students place in Shire Oak Academy Sixth Form will be withdrawn.

Withdrawal of Sixth Form place

The Principal may decide that permanent exclusion is necessary because:

- All other steps to encourage the student to obey the school rules have failed

OR

- Allowing the student to remain in school would be seriously detrimental to the education or welfare of others in the school;
- Persistent and defiant behaviour include homophobic, sexist or racist bullying;
- Serious actual or threatened violence against a student or member of staff;
- Sexual misconduct;
- Supply or possession of an illegal drug;
- Carrying an offensive weapon.