

<b>Policy</b>	<b>Boarding Behaviour Policy</b>
<b>Version</b>	1.0
<b>Synopsis</b>	This policy details the additional provision made by the boarding complex at Shaftesbury School to ensure the appropriate behaviour and standards in boarding
<b>Introduction</b>	May 2016
<b>Review Date</b>	May 2017
<b>Related policies</b>	KCSI, Anti-bullying, e-safety, whole-school behaviour policy, safeguarding
<b>Reviews:</b>	November 2016 (addition of substances)
	November 2016 (review of alcohol sanctions)
	February 2016 (section on promoting positive behaviour and relationships and British Values)

## Boarding Behaviour Policy

Students boarding at Shaftesbury School, accommodated in the boarding complex Barton Hill House are expected to behave in accordance with the school behaviour policy and also the rules, regulations, standards and expectations specific to boarding. These can be found in the parent & student guide updated annually before the start of the academic year.

Unacceptable behaviour contrary to a cohesive home environment is not tolerated. In most cases, students will receive a sanction appropriate to the issue in keeping with the consistent parental approach adopted by all boarding staff. This may include, but is not limited to:

- The student being sent to their bedroom for a set period of time
- Removal of privileges
- Earlier bed time
- Restriction of out-time
- Restriction from excursions, trips and activities
- Isolation within boarding away from others for a set period of time
- Exclusion from boarding for a specific time period
- Withdrawal of boarding place

During any sanction boarders will not be denied food or refreshments available to all other boarders and arrangements will be made to ensure the availability of basic provision. Where appropriate boarding students following a behaviour or disciplinary incident may be asked to provide a written statement of events and may be interviewed by a member of the house staff.

Boarding staff reserve the right to search students and their property should boarding staff have reasonable suspicions that students are in possession of offensive material, weapons, drugs, alcohol, tobacco, stolen items or other items deemed potentially harmful to themselves or others in boarding. Such searches will take place in the presence of two members of boarding staff and the student and the police will be informed where

necessary. This is in accordance with regularly reviewed guidance. <sup>1</sup>

### Tick Sheet

The 'tick sheet' is a daily behaviour management tool which assists boarding staff in maintaining good order and standards. Boarders who receive three ticks on the sheet each week, Sunday to Thursday, lose their out-time for the forthcoming weekend. Ticks can be given by any member of boarding staff. Boarding students are expected to do the following:

1. Leave the boarding house in the morning for school every day at the time stipulated and agreed beforehand.
2. Keep a tidy bed area. Students must follow requests to tidy their room promptly.
3. Remain in their designated bedroom after light-out time unless seeking assistance from boarding staff for reasonable requests or medical emergencies.
4. Be in bed, having taken care of pre-bedtime routine within sufficient time after the designated lights out time. Boarding students may be given a tick if out of bed and the member of staff deems their behaviour or actions to be inconsistent or disruptive.

Ticks will not be given for any other issue related to the boarding house expectations.

### Returning Late after Out-time

In order to ensure appropriate care and supervision boarders must return from their out-time on-time or risk sanctions. Sanctions include, but are not limited to, restriction of out-time, early bed time or restriction of activities.

Years 7, 8, 9 must return to the boarding house straight after school, unless involved in an after school club, fixture or event that has been pre-arranged with the boarding staff. Failure to return to the house straight after school may result in out-times being withdrawn for a set period or other sanctions at the discretion of the boarding staff. Some boarders, during out-time during the week and at weekend, may be required to check-in with boarding staff at set times. This is dependent on individual circumstances.

Boarders may speak to the staff who gave the ticks to discuss their actions and to discuss ways of improving their cooperation with the boarding house expectations.

### Alcohol, tobacco and illicit substances

Boarding staff will put in place all the necessary precautions in order to ensure the health and safety of students in relation to alcohol, tobacco and illicit substances.

Any student suspected of being intoxicated with alcohol will be immediately denied any further time out of the house until an investigation has been completed. Statements from the students, staff and any witnesses may be taken and a decision will be made following this review.

The following sanctions apply:

- 1<sup>st</sup> alcohol violation - 3 whole-weekend loss of out-time. Letter home following meeting with Head of Boarding.

---

1

- 2<sup>nd</sup> alcohol violation – 3 weeks, weekend and mid-week, loss of out-time from boarding house. Letter home following meeting with Head of Boarding.
- 3<sup>rd</sup> alcohol violation – Suspension from boarding pending review of suitability for boarding and meeting with parents and Headteacher.

Students may also lose out-time during the week if the circumstances mean this is when the violation occurred or further violation is likely.

Attempts to smuggle alcohol in to the boarding house, consuming alcohol in the boarding house or storing alcohol in the boarding house will be considered a violation of the alcohol policy and be subject to the same sanctions listed above.

A £75 fee may be charged for additional cleaning and/or staff supervision in the event of an alcohol violation. This amount will be deducted from the students disbursement account.

Boarding staff are constantly assessing and observing students to ensure their safety in relation to illicit substances. The use and storage of illicit substances or related paraphernalia in boarding is strictly prohibited and will result in strict sanctions being imposed.

Students found to be using tobacco products may be referred to health support agencies and items found in boarding will be disposed of and additional sanctions may be imposed. The use of tobacco products is forbidden in the boarding house.

We will work closely with the local police, Safer Schools Team and other agencies to ensure the appropriate care and support of boarders in relation to alcohol, tobacco and illicit substances and may refer to any of these outside agencies as necessary.

#### Promoting positive behaviour and relationships

The boarding staff is committed to promoting positive behaviour throughout the boarding programme and adopts all school-based policies related to behaviour, bullying and cyberbullying in addition to the expectations within the boarding programme itself. The expectations of tolerance, respect, and positive attitude and good behaviour and constantly reiterated and enforced in addition to the values and virtues associated with British Values.

#### Behaviour logs and suitability for boarding

Behaviour incidents are logged on the internal boarding management system and/or the discipline log. The Headteacher reviews all disciplinary measures half-termly to ensure oversight and is in constant dialogue with the Head of Boarding about the behaviour, safety and wellbeing of the boarders. Parents will not always be contacted following each individual behaviour incident unless deemed necessary by the Head of Boarding or other boarding staff.

A boarding place will be withdrawn, following a review of suitability for boarding by the Headteacher and Head of Boarding, if they both feel that a student is no longer benefitting from the boarding experience, has been involved in disciplinary issue of a serious nature and/or poses a threat to the experience, safety and security of other boarders. A withdrawal of a boarding place does not necessarily mean an exclusion from school.

Behaviour expectations and standards are under constant review and this policy is in addition to all school-based behaviour, safety and safeguarding policies.