

Ethos, Behaviour, Rewards and Sanctions

Guidance for Parents/Carers and Students - 2018-19

1. Ethos and Principles

UTC@MediaCityUK prepares young people for a professional career in the digital media sector. We also prepare our students to become active citizens, to promote fundamental British values, and to become role models for others. To support this, we expect all staff, students, parents, governors and other stakeholders to:-

- Behave in a professional and courteous manner at all times.
- Promote self-esteem, self-discipline, proper regard for authority, and positive relationships based on mutual respect.
- Follow, promote and reinforce established policies, procedures and rules.
- Ensure consistency and fairness in the design and application of policies, procedures and rules, including rewards and sanctions.
- Treat all those within the whole UTC as individuals with their own particular abilities, beliefs, challenges, attitudes, background and experiences.
- Offer every member of the UTC community fair and equal opportunities to develop their full potential with positive regard to gender, ability, ethnicity, cultural and religious background and sexuality.
- Contribute to, promote, and reinforce a safe working environment free from disruption, violence, bullying and any forms of harassment.

2. Rewards

The college has a highly visible system of reward tokens. There are six token colours, each representing one of the Aldridge Attributes, which are common to all Aldridge Education academies. These are:-

-  **Problem Solving:** the ability to express and interpret challenges, concepts, thoughts, feelings, facts and opinions.
-  **Creativity:** the ability to look at things in a new way, and seek different solutions.
-  **Risk-taking:** not being afraid to try something new or do something differently.
-  **Determination:** the movement towards a goal, and resilience to difficulties along the way.
-  **Passion:** the drive to achieve and succeed.
-  **Team-work:** a co-ordinated effort on the part of a team or in the interests of a common cause

Staff can award tokens for outstanding work, for positive contributions to learning and/or the UTC community, and for any other appropriate achievement. Students will be given the colour of token that the member of staff believes most accurately reflects the nature of their achievement.

Tokens are stored in individually named tubes in the UTC reception area. Each half term, totals are entered onto the college MIS system. The totals for that half term are then netted off against consequence points for the period, and the three students with the highest overall scores in each year group will receive a prize.

Token tubes are emptied after each count, and scores re-set to zero. However, a record is kept of overall totals, and students with the highest scores for the full academic year will receive an additional prize.

The UTC operates additional rewards systems in addition to the token counts, for example in relation to attendance, punctuality or specific initiatives. These will be notified separately and/or covered by separate procedures and policies.

3. Supporting Positive Behaviour

The UTC employs a number of strategies to support students to manage their own behaviour. These include:-

- Report cards.
- Pastoral Support Plans.
- Mentoring and support from the pastoral team.
- Referral to external professionals and agencies.

4. Behaviour for Learning Expectations

There are certain basic expectations that we have of all of our students, so that everybody is able to make progress in their learning and achieve their potential.

At the UTC we:-

- Arrive on time, and with all required equipment
- Wear a UTC lanyard at all times (Students must replace lost lanyards - £5)
- Comply with the UTC dress code – UTC t-shirt, hoody and all black clothes including footwear
- Remove coats and hoods in college
- Wear UTC PE kit which is the UTC T-Shirt and hoody and all black tracksuit bottoms, leggings and trainers
- Move around the building calmly
- Follow the class-seating plan
- Attend all lessons
- Participate fully in lessons and activities
- Follow the instructions of staff
- Keep mobile phones out of sight and switched off. They may be used during break and lunch times.
- Do not leave the lesson without permission/pass

5. Sanctions

If a student does not meet the expectations, then consequence points will be recorded on the college system, and sanctions will be applied.

The main sanctions employed by the college are as follows:-

- Break or lunchtime detentions (same day).
- After college detentions – 30 to 60 minutes from 15.30 (with 24 hours' notice if possible).
- Parental phone calls
- Parental meetings
- Withdrawal from lessons
- Short-term placement at a partner school (1-5 days)
- Fixed term exclusion
- Permanent exclusion

Whilst it is not practical to capture every possible circumstance in a guidance note, examples of the most common behaviour issues and the corresponding consequence points and sanctions are provided below.

Consequence points / behaviour category		Examples	Sanction(s)
C1	Isolated minor issues, rectified quickly when challenged.	<ul style="list-style-type: none"> • Low-level disruption, e.g. talking in class. • Initial refusal to follow instructions. • Poor effort in class work. 	<ul style="list-style-type: none"> • Verbal warning • Reposition in class • Parental contact at discretion of UTC staff
C2	Persistent low-level disruption that continues despite challenge .	<ul style="list-style-type: none"> • Persistent disruption that adversely affects the progress of other students. • Continued refusal to follow instructions. • Sustained poor effort in work. 	<ul style="list-style-type: none"> • Move to another classroom for the lesson in question. • Parental contact at discretion of UTC staff. • Confiscation of mobile phone until 4.00 pm.
C3	Persistent unacceptable behaviour and/or disruption.	<ul style="list-style-type: none"> • Mobile phone out in class. • Inappropriate/aggressive behaviour towards staff or students • Damage to property • Repeated C1/C2 issues 	<ul style="list-style-type: none"> • Parental contact • On call removal to quiet room or SLT office. • College detention minimum 30 minutes from 3.30pm
C4	Entrenched disruption; anti-social and/or dangerous behaviour.	<ul style="list-style-type: none"> • Persistent C3 behaviours that do not respond to support or sanctions. • Truancy • Discriminatory behaviour. • Threatening behaviour. • Health & safety concern. • Detention refusal 	<ul style="list-style-type: none"> • Parental meeting • On call removal • College detention 60 minutes • Quiet room for one or more days, including break and lunch • Placement at another local school for 2-5 days. • Fixed term exclusion. • Permanent exclusion.

We are very aware that the UTC is not a traditional school, but a 14-19 college with a professional working environment. To this end, we are currently working with a representative group of staff and students to review current behaviour expectations and develop a code which fully reflects our values and ethos.

In the meantime, however, and to provide clarity for parents, students and staff, we will be expecting students to know and follow the guidance below.

At the UTC, we do not:

Drop anything from balconies

Drop litter

Swear

Eat or drink on the corridors

Wear coats and/or have hoods up indoors

Have phones or headphones in class.

Have any food or drink visible in class except water.

If we do, the consequence is:

Immediate C4 and quiet room

Immediate C3 and 'community service' helping the site team and break and/or lunch.

- One warning to provide the opportunity to correct the behavior.
- C1-4 if the opportunity is not taken.

