



Behaviour Policy

Policy:	Behaviour Policy
Version:	4.0
Approved by:	
Date Reviewed:	January 2026
Next Review:	January 2027

This Behaviour Policy should be read in conjunction with Safeguarding Policy, Equality and Diversity Policy, Attendance Policy, Acceptable Use Policy and with reference to Student Induction Information.

Introduction

Breakthrough is committed to providing a safe, inclusive, therapeutic and educational environment where all students are valued equally. Our approach to behaviour reflects our Mission Statement and is grounded in respect, understanding, and personalised support.

This policy is informed by statutory requirements and DfE guidance, including:

- Behaviour and Discipline in Schools
- The Equality Act 2010
- Use of Reasonable Force in Schools
- Supporting Pupils with Medical Conditions
- SEND Code of Practice (0–25)

It also reflects:

- Section 175 of the Education Act 2002 – safeguarding and welfare duties
- Sections 88–94 of the Education and Inspections Act 2006 – behaviour regulation and powers of confiscation

Our therapeutic ethos underpins all behaviour support, ensuring students feel safe, understood, and empowered to make positive choices.

Expectations

Students

Students are expected to:

- Engage positively in learning and activities
- Treat others with kindness and respect
- Follow staff guidance to maintain a safe and calm environment
- Behave responsibly on-site and during off-site activities and during online learning
- Respect Breakthrough property
- Contribute to a community where everyone feels valued
- If smoking or vaping use only the designated area
- Only use personal electrical equipment e.g. phone charger, laptop or tablet once they have been PAT tested by Breakthrough maintenance team. NB Vape chargers are not permitted due to fire risk.
- Not use threatening behaviours
- Not be violent to any other student or staff member
- Not distract or hinder other students learning

Mobile Phone Use

Phones can often be a distraction from learning as well as a safeguarding risk. We also know phones can be useful for learning in some subjects. Phones are not allowed in any public areas where other students are. If students need their phone to keep calm they can go to a separate room with a member of staff. Phones cannot be used in learning sessions unless in agreement with staff at the time.

All Post 16 students are asked to sign a behaviour agreement and mobile phone use agreement within the first week of induction. (Appendix A & B)

All students sign an acceptable use of IT agreement (Appendix C)

Staff

Staff are expected to:

- Model respectful, inclusive and therapeutic practice
- Use de-escalation strategies to reduce anxiety and support emotional regulation
- Record concerns accurately and promptly
- Work collaboratively with parents, carers and external professionals and colleagues
- Uphold Breakthrough's safeguarding and equality duties

Parents and Carers

Parents and carers are expected to:

- Work in partnership with Breakthrough to support their young person
- Share relevant information that may affect wellbeing or behaviour
- Attend meetings when requested
- Support attendance, punctuality and agreed behaviour expectations
- Not to be violent, threatening or use abusive language

Support for Students Causing Concern

Breakthrough recognises that behaviour is often a communication of unmet needs, anxiety, or past experiences. Our therapeutic approach focuses on reducing anxiety first, then exploring underlying causes.

Support may include:

- One-to-one de-escalation and emotional regulation strategies
- Relocating to a quieter space to reduce anxiety



- Multi-disciplinary planning within Breakthrough
- Involvement of parents/carers
- Engagement with external agencies such as SEND 0–25 teams or the student's on-roll school

Plans are personalised and aligned with each student's EHCP and individual goals.

Procedures for Managing Unacceptable Behaviour

Minor Incidents

Handled by staff and recorded. Examples include:

- Disrespect
- Non-engagement
- Rudeness

These are passed to the Head of Centre for monitoring.

Serious Incidents

Persistent low level behaviour or behaviour that breaches policy and requires formal intervention.

- Staff must inform the Head of Centre and record the incident on CPOMS.
- Senior Leadership Team members are available throughout the day to support.

Exclusions

- Only a Director (or SLT member acting on their behalf) may authorise fixed-term or permanent exclusions.
- Parents/carers will be informed in writing, including reasons and right of appeal.
- Work or therapeutic activities will be provided during the exclusion period.

Immediate Removal for Safety

If behaviour presents a significant risk, parents/carers will be asked to collect the student immediately. If student is over 18 they will be asked to leave. A personalised plan will be created, which may include temporary off-site provision.

This will be reviewed regularly with the aim of reintegration.

Bullying

Bullying is repeated behaviour that intentionally hurts, intimidates, or excludes another person. It may be:

- **Emotional** – being intentionally unfriendly, excluding, tormenting
- **Physical** – hitting, pushing, damaging property, any use of violence
- **Verbal** – name-calling, threats, discriminatory language, sarcasm, spreading rumours
- **Sexual** – explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching.
- **Online** – harmful messages, posts, or images shared digitally

Commitment

We will:

- Promote a culture of kindness, respect, and understanding
- Ensure all staff are trained to recognise and respond to bullying, including behaviours linked to SEND
- Respond promptly, fairly, and consistently to all concerns
- Support both the student experiencing bullying and the student displaying bullying behaviour
- Work with external agencies when appropriate

Reporting and Response

- Concerns can be reported to any member of staff, in person or through accessible communication methods
- All reports will be taken seriously and investigated
- Actions may include restorative conversations, behaviour plans, mediation, or disciplinary measures
- Support plans will be put in place to ensure student wellbeing and safety

Monitoring

The Trust will regularly review incidents, feedback, and procedures to ensure continuous improvement in safeguarding and student support.

Physical interventions

Physical intervention will only be used as a last resort, when all other de-escalation strategies have been exhausted and there is an immediate risk of harm to the student or others. Any intervention must be reasonable, proportionate, and necessary, and carried out by staff who are trained in approved safe-handling techniques appropriate for students with SEND. The focus is always on maintaining safety, dignity, and respect. All incidents involving physical intervention must be recorded promptly, reported to SLT, and communicated to parents or carers. Following any intervention, students will be offered support and an opportunity to reflect, and staff will review the incident to reduce the likelihood of recurrence.

Key Points

- a. **Definitions:** 'Reasonable force' - actions involving a degree of physical contact with students; it can be used to prevent students from hurting themselves or others, damaging property, or causing disorder 'Force' can mean guiding a student to safety, breaking up a fight, or restraining a student to prevent violence or injury. Reasonable in the circumstances means using no more force than is needed. Control is either passive – e.g. standing between students, or active. 'Restraint' means to hold back physically or to bring a student under control
- b. **The Legal Position:** Who can use reasonable force? All members of staff have a legal power to use reasonable force, and it can apply to other adults, e.g. unpaid volunteers or parents accompanying students on a college trip. Staff should use their professional judgement of each situation to make a decision to physically intervene or not. Staff should avoid causing injury, pain or humiliation, but in some cases it may not be possible. Staff do not require parental consent to use force on a student.
- c. **When can physical force be used?** Staff can use reasonable force:
 - To remove disruptive students if they have refused to follow an instruction to leave
 - To prevent a student who disrupts a session, event, trip or visit
 - To prevent a student leaving the group/site where this would risk their safety or disrupt others
 - To prevent a student from attacking someone
 - To restrain a student at risk of harming themselves through physical outbursts

Staff cannot use force as a punishment, this is always unlawful.

Confiscation of Harmful or Detrimental Items

The college may confiscate any item that poses a risk to the safety or wellbeing of students or staff, or that disrupts learning and the wider educational environment. Items may include those that are unsafe, used inappropriately, or prohibited under college rules. Confiscation will always be carried out calmly, respectfully, and proportionately, taking into account the student's needs and communication style. All confiscated items will be recorded and stored securely, and parents or carers will be informed when appropriate. Items that are illegal or present a significant safeguarding concern may be passed to external agencies. Decisions about returning items will be made by SLT in line with safeguarding and behaviour procedures.

Searching and screening students is conducted in line with the DfE's latest guidance on [Searching, Screening and Confiscation](#)

Equality, Diversity and Inclusion

Breakthrough is committed to promoting equality and fostering a community where everyone feels safe, respected and valued.

We uphold our duties under the Equality Act 2010, ensuring protection for all students and staff across all protected characteristics.

We aim to:

- Embed inclusion across all aspects of college life
- Prepare students for life in a diverse society
- Challenge discriminatory language, bullying or behaviour

Our principles:

- All students are of equal value
- Diversity is recognised and respected
- Positive relationships and a sense of belonging are actively fostered

This policy will be reviewed annually and revised as necessary to ensure its effectiveness and relevance.

Appendix A

Student Behaviour Agreement

This agreement is to help all students conduct themselves in a manner that reflects Breakthrough College's Behaviour Policy

As a student at Breakthrough College, I will:

- Engage positively in learning and activities
- Treat others with kindness and respect
- Follow staff guidance to maintain a safe and calm environment
- Behave responsibly on-site and during off-site activities
- Contribute to a community where everyone feels valued
- If smoking or vaping use only the designated area
- Only use personal electrical equipment e.g. phone/vape charger, laptop or tablet once they have been PAT tested by Breakthrough maintenance team

As a student at Breakthrough College, I will not:

- Use threatening behaviours
- Be violent to any other student or staff member
- Distract or hinder other students learning
- Consume energy drinks

Signed (Student 16+):

Signed (Parent/Carer Pre 16):.....

Date:

Appendix B

Mobile Phone Use in College

This agreement is designed to help everyone use their phones safely and without disrupting learning.

- Phones should not be used in public areas where other students are present.
- If a student needs their phone to help them stay calm, they may use it in a separate room with a member of staff.
- Phones may only be used during learning sessions if this has been agreed with staff at the time.
- If a student does not follow these expectations, their phone will need to be handed in to Reception. It will be stored securely and returned at the end of the day.

Signed (Student 16+):

Signed (Parent/Carer Pre 16):

Date:

Appendix C

Acceptable Use Student Agreement

This agreement is designed to help everyone use technology at College safely, respectfully, and responsibly.

I understand that Breakthrough College will monitor my use of the ICT systems, email and other digital communications.

I Will:

Use devices and the internet for learning
Be kind and respectful online
Keep my passwords private
Ask for help if something online worries me

I Will Not:

Bully or share inappropriate content
Bypass security or download unapproved software
Share personal information unsafely
Record others without permission
Social Media & Personal Devices:
I will use social media responsibly
I will not contact staff on personal accounts
If I use my own device, I will follow the same rules

I understand that breaking these rules may lead to losing access, behaviour actions, or safeguarding steps.

I have read, understand, and agree to the above:

Signed (Student 16+):

Signed (Parent/Carer Pre 16):

Date:

Policy Version and Date	Summary of Change	Amended by	Implementation Date
Version 4.0 January 2026	Changes: Amendments to align with Student Induction and Information, new policy format.	RaHa	January 2027