

## CTS Behaviour Code of Conduct

**Please refer to the following policies which provide detail around expected standards of behaviour:**

- Behaviour and discipline
- Attendance and Punctuality
- Antibullying
- Safeguarding and Child Protection
- Online safety
- IT Acceptable use
- Student Drugs and Alcohol
- British Values
- Equality Policy
- Exclusions Policy

### Corby Technical School Expectations

A copy of the Brooke Weston Trust policies as listed above are available from [the Brooke Weston Trust website here](#). In addition, this code of conduct demonstrates in more detail the approach to behaviour and discipline at Corby Technical School.

Good behaviour and discipline are key foundations for effective teaching and learning. At Corby Technical School we expect and insist on the highest standards of behaviour throughout our school. Courtesy, good manners and consideration for others, together with self-discipline and respect for each other, are encouraged at all times.

Corby Technical School encourages, celebrates and values the diversity of all our community. We aim to ensure that everyone within our community is treated fairly, with respect and dignity. We seek to eliminate any form of inequality, bullying or discrimination.

### Code of Conduct

All students are expected to make a full contribution to the school and to support the positive endeavours of all its members. High expectations are essential for the benefit of all in any community and we try to keep these as simple as possible, but we do expect them to be kept.

The expectations below have been made clear to students. We will always endeavour to address and correct poor attitude or behaviour immediately to ensure consistency and certainty of response. Students must:

- Represent the **Core British Values** honorably within our community and beyond.
- **Follow instructions** at the first time of asking and accept sanctions when given.
- Follow learning expectations so that **learning is not disrupted**.
- Behave in an **orderly and self-controlled** way, showing consideration for others.
- Be **punctual** to school and to lessons.
- Maintain a **clean and tidy** environment and respect property.
- Always **wear school uniform** in accordance with our policy.
- Keep phones switched off and in their bag. **No mobile phones**, used, seen or heard – door to door.

### **In the classroom**

- We work to our full potential on the tasks set by the teacher, always trying our best and taking pride in our work and embrace challenges with resilience.

During *Respectful Whole Class* activities:

- We wait for the teacher to invite us to speak, or contribute
- We sit up straight, eyes front, looking at the teacher to indicate that we are paying attention whilst they are addressing the whole class.
- We answer in full sentences with a clear, projected voice.

During *Polite table groups* activities:

- We contribute, support and encourage others and show respect when working together.

When working in *Quiet Partners*

- We stay on task, supporting one another with the work

When working in *Independent Silent Study*:

- We work in silence, so we are able to fully focus on our work.

At the end of the lesson:

- We tidy our workspace, wait to be dismissed by the member of staff, silently stood behind our chairs in correct uniform.

### **Around the school**

- We address all school staff appropriately with 'Sir' or 'Miss' or their title and surname (e.g. 'Mrs Jones').
- We use the designated spaces made available to us during our breaks and lunch and do not interrupt others who are learning by moving into different areas.
- We eat our lunch in the restaurant or canopy area. Food cannot be consumed anywhere else.
- We tidy litter away from the restaurant and tuck our chairs in when we have finished eating.
- We move around the school at transition periods between lessons in calm a timely manner. We walk on the left-hand side in corridors and on staircases and follow one-way systems on stairs and specific corridors.
- We use toilets and water fountains responsibly during our break and lunchtime and not during lesson times.
- We communicate politely and appropriately with other members of our school community. We do not interrupt other people's conversations.
- We respect our own and other's personal space and refrain from any physical contact with peers.

## **In our community**

Even when students are outside of the school, they still represent Corby Technical School (particularly when wearing our uniform). It is therefore important that students should think about how their actions reflect on them and our school.

Students may receive sanctions for behaviour outside the school which will affect their education and can bring the school into disrepute. Corby Technical School will always co-operate fully with any police investigation or information requests regarding behaviour incidents.

- We understand that if the school is made aware of disrespectful behaviour outside of the building, we will sanction the students concerned.
- We are especially polite to local residents, parents/carers and shopkeepers.
- When we have finished our school day, we go straight home.
- We do everything we can to give local residents a positive impression of our school.
- We use the footpaths and road crossings safely, considering others use of these spaces.
- We cycle sensibly and safely, always showing respect to other road users.

## **Core British Values**

Corby Technical School actively promotes the Core British Values throughout everything we do. This includes the values of democracy, the rule of the law, individual liberty and mutual respect/ tolerance for others.

These are some of the ways in which we reference these values throughout school life:

### **Democracy**

Students have a say in school life at the termly student council meetings and committees. Student voice is also sought through regular surveys and conversations as part of the school quality assurance processes.

### **Liberty**

Students are actively encouraged to make choices, knowing that they are in a safe environment and understanding that they are accountable for those choices.

### **Respect and Tolerance**

Mutual respect is an integral part of the culture at Corby Technical School. Corby Technical School requires everyone to show respect, tolerance and understanding towards others and aspires for its students to build positive relationships with others from similar and different backgrounds.

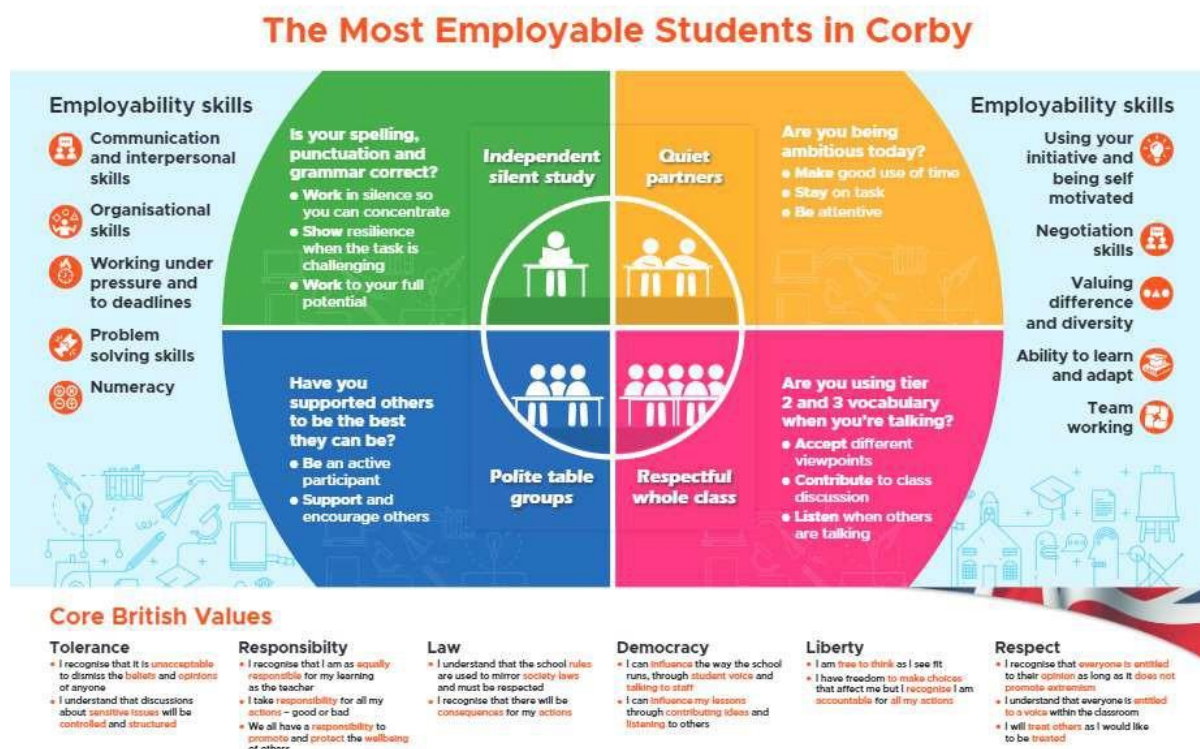
### **Law**

Pupils understand the difference between right and wrong. They recognise that there are consequences for every choice that they make and apply this to their lives inside and outside of school by respecting and upholding English civil and criminal law.

### **Responsibility**

We expect our students to be proactive in their learning, understanding that they are equally responsible for their learning as the teacher. Students are also responsible for their behaviour and the way they follow our Code of Conduct.

The following poster is displayed in every classroom to remind all staff and students of the Core British Values, the employability skills and the learning behaviours which are promoted in Corby Technical School:



## The Behaviour Curriculum

In order to support students in understanding and following the school expectations, we have a taught behaviour curriculum delivered by tutors and members of the student support team. Within this, students are taught why certain behaviour expectations are in place. Where possible, we relate this to employability or preparation for adulthood. Students are explicitly taught about the positive attitudes and behaviours that we expect to see in school and are given the opportunity for reflection and rehearsal of some aspects of this.

To further enhance consistency around the school, shared terminology is used by staff members. Some examples of this can be found below:

‘Eyes forward, active listening’ – when a teacher is delivering a section of the lesson in a respectful whole class activity.

‘We take pride in our work’ – all teachers expect students to try their hardest in every lesson, and take pride in both the amount of work they complete, and the presentation of that work.

‘Move with purpose’ – students are asked to move with purpose between lessons to keep the corridors flowing, and ensure students are on time to their lessons.

‘See it, sort it’ – encouraging all members of our school community to look after the school environment and pick up litter, whether they dropped it or not.

‘Professional conduct’ – sharing with students the behaviour we expect to see around school in line with employees in a workplace.

‘Look smart, think smart’ – when correcting student uniform.

## Consequences

**Fair and appropriate consequences will be issues for displaying poor behaviours and breaches of the behaviour policy this could include:**

- Restorative actions
- Immediate redirection from lesson, break or lunch
- Contact home
- Confiscation of items
- Supervised break/lunch
- After school detentions
- Time spent in the Reflection Centre
- Isolation with SLT (reflection + or within another trust school)
- Suspension
- A permanent exclusion

## Student Support

**Support and intervention to prevent suspensions and exclusions could include:**

- Student support plans/Behaviour Contract
- Restorative conversations
- Monitoring report to tutor
- Parent/carer meeting
- Peer mediation
- Internally run intervention programmes
- Key worker check ins
- Success Programme
- External Agency Support
- Personalised timetable
- Alternative provision
- Pastoral support plan
- Off site direction
- Principal's Board

## Reflection Centre

The reflection centre is a space used as internal isolation. Whilst this is a consequence, there are also procedures in place within the centre to support students in successfully returning to lessons. Students will be provided with work by their teachers so they do not miss out on their curriculum but will also be guided through a reflection process. This supports students in recognising what series of events led to them being in the reflection centre and what they need to do to avoid a

reoccurrence of this in the future. Students are expected to work in silence throughout the day. Students will be provided with their lunch and have access to water throughout the day. A toilet is always available for students to use should they need it. Our student support team may also use this time to begin work on an internal intervention programme to support specific needs a student may have relating to behaviour and attitudes. The reflection centre timetable finishes at 3.30pm to allow for this reflection time, so parents/carers will be notified by the school if their child is placed in there.

### Specific behaviour issues

Please find below some detail on specific behaviour issues to support parents and carers in working alongside the school to support our approach:

#### **Lesson Truancy**

We instil the value of 'right place, right time' to encourage students to value punctuality. Deliberate avoidance of attending lesson on time will be considered lesson truancy and an appropriate consequence will be put in place for this.

#### **Chewing Gum**

Chewing Gum is banned in school, and we have a zero-tolerance approach. Any student found with chewing gum will have this confiscated and disposed of.

#### **Uniform**

**All students must wear full Corby Technical School uniform.**

Please refer to the following link for full expectations on uniform at Corby Technical School: [Corby Technical School - Uniform](#)

If students choose to wear a skirt, this should be in a formal style and be of a length that reaches the knee. This should be worn with short socks or tights (no high socks). Alternatively, tailored trousers can be worn.

School shoes must be smart black, polishable shoes (no trainers)

Unless informed otherwise (in the case of extreme weather), students are expected to wear either a blazer or a jumper. This may be removed during lesson times if permitted but must be worn at all other times.

We have a door-to-door policy on outside wear. Students are not permitted to wear coats, hoodies, non-school-uniform jumpers or jackets once they are inside the school, this includes wearing them underneath the school blazer.

Bags are an important part of uniform, in order for necessary equipment to be carried, and phones stored away. These will be carried around school throughout the day, they need to be stored underneath desks during lessons. In a number of practical lessons alternative arrangements will be made for storing both bags and coats.

Parents/carers will be contacted in the first instance of failure to wear the school uniform correctly, repeated instances will result in further sanctions. Where possible the school will supply uniform to students who are missing items such as a tie or shoes. Refusal to wear supplied uniform could lead to the student being placed in the Reflection Centre.

### **PE kit**

Please refer to the link for full expectations around PE kit at Corby Technical School [Corby Technical School - Uniform](#). Students are always given the opportunity to borrow PE kit on the rare occasions they may forget their kit. Deliberate non compliance will result in further sanctions being applied.

---

### **Mobile Phones and Electronic Equipment**

Our school policy is no mobile phones door to door. Students should not have their mobile phone on them during the school day. If the mobile phone is used, seen or heard, it will be confiscated by a member of staff. The phone will be held in a secure environment until the end of the day when students can collect the device at reception. Repeated instances of phone use in school may result in parents/carers being asked to collect the phone from school.

### **Exempt items**

Students are not permitted to bring any of the following onto the school site, or have these in their possession:

- Energy Drinks
- Aerosols
- Chewing Gum
- Weapons or constructed/imitation weapon
- Drugs or alcohol (including vapes)
- Prescribed medication (unless declared and procedure followed with medical lead)

Any student found in possession of an exempt item will have it confiscated and consequences applied in line with the relevant policies.

### **Safeguarding**

The school recognises that changes in behaviour may be an indicator that a student is in need of help or protection. We will consider whether a student's misbehaviour may be linked to them suffering, or being likely to suffer, significant harm.

Where this may be the case, we will follow our student protection and safeguarding policy, and consider whether student care support, an early help intervention or a referral to students' social care is appropriate.

### **Zero-tolerance Approach to Sexual Harassment and Sexual Violence**

Our school will ensure that all incidents of sexual harassment and/or violence are met with a suitable response, and never ignored. Students are encouraged to report anything that makes them uncomfortable, no matter how 'small' they feel it might be. The school's response will be:

- Proportionate
- Considered
- Supportive
- Decided on a case-by-case basis

The school has procedures in place to respond to any allegations or concerns regarding a student's safety or wellbeing. These include clear processes for:

- Responding to a report
- Carrying out risk assessments, where appropriate, to help determine whether to:
  - Manage the incident internally
  - Refer to early help
  - Refer to students' social care
  - Report to the police

All actions taken are in accordance with the BWT behaviour and discipline policy and the BWT Safeguarding and Child Protection Policy.

## **Achievement & rewards**

### **Reward points**

Corby Technical School rewards good behaviour and attitudes, as we believe that this will develop a culture of respect, kindness and co-operation in and around the school. Our rewards system is designed to promote positive behaviour and encourages students to support the school's values.

Reward points are awarded to students who go above and beyond in their lessons and around the school.

Reward points can be allocated by any member of staff for one of the following reasons:

- Outstanding work/effort/contribution
- Employability skill
- Excellent homework
- Helpful/kind behaviour
- Demonstrating an Employability Skill
- Exemplifying the Core British Values
- School wide event contribution
- Leading an event/significant performance

### **Golden Ticket**

Every member of staff is given a golden ticket on a Friday. These tickets are then given to students who have displayed positive behaviours during the week and have no behaviour points. There is then a termly prize draw for students who receive a golden ticket!

### **Lesson Stars**

One lesson star should be given out per lesson in celebration of the student who has achieved the most in relation to one of the learning expectations.

Celebrations of weekly standout student achievement are featured in our weekly CTS Snapshot and also on our Facebook and Twitter pages.



### Attendance awards

Students are recognised for excellent attendance through regular assemblies presented by the pastoral leads and termly prize draws for students who have 100% attendance each week.

Letters are also sent home throughout the year to celebrate when a student has achieved 100% attendance.

### Celebration Evening

Consistent exceptional performance throughout the year will also be recognised in our annual Celebration Event.

At this evening, awards are presented for:

- Tutor awards
- Subject achievement awards
- Subject progress awards
- Creative Art award
- Resilience award
- Technical award
- Sport award
- Innovation award
- Contribution award
- Citizenship award
- Student of the Year award