

Bay Learning Academy CIC

Behaviour Policy 2024-2025

AIMS OF THE POLICY

The Behaviour Policy emphasises the importance of acknowledging academic, social and emotional progression involving learners, parents and carers to provide a safe, welcoming and inclusive environment. It acknowledges the duties of Bay Academy under the Equalities Act 2010, in respect of safeguarding and in respect of learners with special educational needs (SEN).

This policy is further underpinned by our values and philosophy of care, welfare, safety and security for all which compliments Bay Academy's Trauma Informed Approach to supporting individuals and which forms part of our wider Positive Behaviour strategy.

BAY ACADEMY & TIA

By adopting a holistic wrap-around care approach that assumes underlying trauma to all individuals, Bay Academy aims to:

- Realise and acknowledge the prevalence of trauma and its symptoms
- Recognise how trauma affects individuals and their behaviours
- Respond by putting this knowledge into practice that supports behaviour de-escalation, healing and recovery

BAY ACADEMY & ENCOURAGING POSITIVE BEHAVIOURS

Bay Academy's approach incorporates the safe use of reactive strategies alongside proactive primary and secondary preventative approaches.

Bay Academy aims to develop an understanding of the challenging behaviour displayed by an individual based upon knowledge regarding Risk & Protective factors, which is inclusive of that individual, alongside involving the school/ parent/carers/multi-agency support.

This intends to develop and implement an effective and enduring system of behavioural support.

INCORPORATION OF STAFF TRAINING

All staff are required to undergo regular training sessions on the following:

1. **Trauma-Informed Practices:** To ensure a consistent approach in supporting learners affected by trauma.
2. **De-escalation Techniques:** To manage challenging behaviours effectively without resorting to physical intervention.
3. **Recording and Reporting Procedures:** To document incidents accurately in line with safeguarding and organisational requirements.
4. **Post-Incident Review:** To ensure lessons are learned and strategies are improved after incidents occur.

Staff training will be conducted during induction and updated annually to reflect any changes in policy, legislation, or best practice.

RECORDING OF INCIDENTS

All significant behaviours, positive or negative, are recorded on our database.

All negative incidents must be documented promptly and accurately on our designated database. Records will include:

- Date, time, and location of the incident.
- Description of the incident, including the behaviour displayed.
- Interventions used (e.g., verbal de-escalation).
- Outcomes and any follow-up actions required.

These records will be reviewed regularly by senior leadership to identify patterns, evaluate strategies, and ensure compliance with policy.

POST-INCIDENT REVIEW

After a significant behavioural incident, a post-incident review will take place. This process involves:

1. **Debriefing with Staff and Learners:** To reflect on the incident and ensure emotional wellbeing.
2. **Analysis of Triggers:** Identifying potential causes or patterns to inform future interventions.
3. **Policy and Strategy Updates:** Amending support plans or the Behaviour Policy as necessary.
4. **Parental/Carer Communication:** Engaging families where appropriate to share insights and develop consistency between home and school.

Post-incident reviews aim to minimise future occurrences and reinforce a culture of learning and support.

BAY ACADEMY RIGHTS AND RESPONSIBILITIES

ALL STAFF, LEARNERS AND VISITORS:

- Have the right to remain safe and ensure everyone else does
- Have the right to be treated with courtesy and respect by everyone and will make the effort to treat others in the same way
- Have the right to be able to get on with their work and not prevent others from doing the same
- Have the right to make mistakes and should feel safe and comfortable enough to apologise if necessary
- Have the right to be listened to but must be prepared to listen to others
- Have the right to request help and be prepared to offer help and support to others
- Have the right to achieve their potential and work to the best of their ability
- Have the right to personal opinions, values and beliefs and should respect the values and beliefs of others even if different to their own
- Have the right to tell people how they feel in a respectful way, and will acknowledge that others have feelings too
- Have the right to their personal space and that others do too
- Have the right to have a mobile phone with them but must ensure that it is not used during lesson times
- Have the right to be who they are, but must realise that other people's differences are strengths and not weaknesses
- Have the right to expect their personal property will be safe and respect the environment and all things in it
- Have the right to be treated consistently and fairly

EXPECTATIONS

Bay Academy offers a stable environment in which vulnerable young people can work towards academic progress and a fulfilling place in society, whilst becoming more emotionally and socially independent. It is expected that everyone will:

- Treat each other respectfully and courteously
- Follow staff instructions
- Respect the Academy, adjacent buildings and other people's belongings
- Attend regularly and punctually
- Complete all tasks to the best of their ability
- Take pride in their own and each other's achievements

REWARDS

All learners who carry out the expectations of Bay Academy will be rewarded through:

- Positive phone call to parents/carers/school
- Positive Post Cards
- Certificates
- Rewards

RULES

Safety - Health and safety rules must be obeyed, always

Respect – Respect each other. Physical or verbal abuse towards staff or other learners will not be tolerated

Mobile Phones and technology - Silence technology or put it away when asked to do so

NOT MEETING EXPECTATIONS

Repeated incidents over a period of time will be assessed and appropriately addressed some, all or one of the following:

- School/LA contact by telephone
- Parent/carer contact by telephone
- Parent/carer contact by letter from the Principal – warning letter
- In agreement with all staff involved, a period of isolation from the Academy, their peers and/or teaching group – fixed-term exclusion or suspension
- Serious breaches of discipline (safety) will in some circumstances result in their placement being terminated – permanent exclusion

Please note the above is not a step-by-step outline. Serious breaches of health and safety can result in permanent exclusion without previous incident occurring.

MANAGING CHALLENGING BEHAVIOUR

Bay Academy Staff will manage as follows:

LEARNERS AT ANXIETY LEVEL:

Be supportive using an empathic and non-judgemental approach
Allow learners to walk away for a while
Listen and allow time
Consider whether it is better to conduct a meeting and deal with it collaboratively
Ask low-key questions
Use distraction
Expect learners to manage their behaviour and indicate this verbally

LEARNERS AT DEFENSIVE LEVEL:

Be directive to decelerate an escalating behaviour
Encourage the learner to stop and take deep breaths
Limit set
Remove the learner to reduce the audience
Allow the learner to get fresh air
Stay calm and keep a low voice
Acknowledge the fact that the learner is in danger of further escalation and offer ways to empower return

LEARNERS AT RISK BEHAVIOUR/RELEASE LEVEL:

Consider Physical Intervention as a last resort to manage behaviour that presents an imminent or immediate risk to themselves or others
Ensure learner and staff safety
Remove from the audience/ remove the audience
Avoid confrontation
Allow a safe exit
Implement Physical Intervention as a last resort

LEARNERS IN TENSION REDUCTION:

Therapeutic Rapport to re-establish communication
Encourage the learner to bring down the physical symptoms such as breathing, talking calmly, and reassurance
Avoid being judgemental, demonstrate empathy and avoid blame
Do not conduct an investigation
Allow them to work on their own if appropriate
Provide them with some control so they do not feel trapped

CONFISCATIONS OF INAPPROPRIATE ITEMS

The staff and Principal of Bay Academy will confiscate items belonging to learners if they pose a risk to the safety of staff or other learners. Any such items will be handed to the police.

- Knives and weapons
- Illegal drugs
- Stolen items

- Fireworks
- Pornographic images
- Any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property