BEHAVIOUR POLICY

Prior Park College

Policy Owner Deputy Head Pastoral	**Applies to** Prior Park College (PPC)	**Superseded documents** Behaviour Policy v5
Associated documents Safeguarding Policy Uniform Policy Mobile Device Policy Exclusions Policy Equity, Diversity and Inclusivity Policy Restrictive Interventions Policy Conducting a student search Policy SEND Policy EAL Policy Boarding Policy, Principles, Practice and Fitness to Board Policy Acceptable Use of IT for students Anti-Bullying Policy	**Review frequency** Annually (unless the legislation/regulations update before this time) **Implementation date** 25 November 2026	**Legal Framework** KCSIE Working Together to Safeguard Children 2023 Sharing nudes and semi-nudes: advice for education settings working with children and young people (2020) Teachers Standards Equality Act 2010 The Human Rights Act 2018

This policy is reviewed annually, or more regularly as required, prior to approval by Trustees, where applicable.

Last reviewed by:	Deputy Head, Pastoral (Mrs I Burton), Head of Boarding (Mr D Holmes), Deputy Head, Academic (Mr C Gamble) and Head of Compliance (Miss E Wickham)
Date last reviewed:	October 2026
Approved by Trustees:	Approved by the Headmaster (Mr B Horan)
Date last approved:	November 2026
Date for next approval:	November 2027

1. Introduction

Prior Park Schools (PPS) is a family of Christian schools based in Bath and Gibraltar. Prior Park College (PPC) and Prior Park Paragon (PPP) are incorporated in England as Prior Park Educational Trust Ltd. Prior Park Gibraltar (PPG), is incorporated in Gibraltar as Prior Park School Ltd. Both are companies limited by guarantee and registered charities.

The Prior Park Schools mission, underpinned by shared values, is to steward a thriving family of communities with love for the young people they serve at their heart. These vibrant communities cultivate creativity, foster integrity, and transform lives.

Prior Park Schools Values:

Curiosity – Generosity – Courage

2. Policy statement

This Behaviour Policy applies to **all students**, including students with special educational needs and/or disabilities (SEND), neurodivergent students and students with other additional needs. The school is committed to maintaining high expectations of behaviour for every student while meeting its safeguarding responsibilities and its duties under the Equality Act 2010 and relevant statutory guidance. Having SEND, being neurodivergent or having another additional need does **not exempt a student from the school's behaviour expectations or from sanctions**, and all students may receive an appropriate sanction where the Behaviour Policy has been breached.

When determining an appropriate and proportionate response, staff will consider the individual circumstances of the incident. Staff will also consider whether behaviour may indicate an unmet need, safeguarding concern or requirement for additional support in engaging with the behaviour policy, ensuring that expectations remain clear and consistent while individual decisions are fair, proportionate and supportive of students' needs.

This policy refers to expected student behaviours both in and outside of the school, and within the classroom, day houses, co-curricular and sporting activities, trips, events and in the boarding provision.

This policy represents the expected behaviour required by all students at PPP, both day and boarding.

3. Aims

This policy aims to give clarity about our expectations and to promote the welfare of all students and to protect them from discrimination and harassment (whether this is based on age, race, gender, disability, nationality, culture, religion or belief, sexual orientation or other factors).

We aim to promote tolerance and acceptance of the diversity essential to any successful community.

We aim to promote attitudes that will allow people to function well in the school and in the wider community. Preparing students for future life, and therefore developing the values, skills and behaviours they need. This is supported by work in Houses, in Tutor groups, through taught PSCHE, the holistic approach to SMSC and FBV's and through school and sectional assemblies, all seeking to foster positive and thoughtful behaviour.

4. Scope

- a happy working and social atmosphere which nurtures good relations between staff and students (and which generates parental confidence)
- a stable community, resolute in its requirements for positive standards of work and behaviour
- clear guidelines known to all, so that objective and consistent decisions can be made, both in regard to positive behaviour and to breaches of school rules and regulations.
- a staged response, with rewards and sanctions appropriately allocated and recorded appropriately.
- a system capable of informed review and development.
- a clear process for appeals, available to parents and students as appropriate.

Overview of **Expected Behaviours of Students**

- Students should know the rules, l and supporting the ethos of the school
- Students must respect the law of the land and observe it
- Students should be honest, trustworthy, and respect other people and property
- Students must be punctual to lessons, assemblies, clubs, and all school events
- Students must wear their uniform properly, and it should be neat, clean and tidy
- Personal relationships must be conducted in a considerate and appropriate way
- Students should only use mobile devices in accordance with our Mobile Devices policy (and as detailed below)
- Students should avoid behaviour which is anti-social or could injure themselves or others
- The routines and boundaries of the school must be respected
- Students must attend all classes, activities, fixtures and planned events
- Students must do all work on schedule and use study time effectively and appropriately

5. Corporal punishment

PPC does not give or threaten corporal punishment to a child.

PPC would not expect any physical restraint to be used by staff in routine/normal circumstances. We do not feel it wise to have any physical contact with students if this can be avoided. For further information please see the Use of Restraint Policy.

6. Rewards

The School aims to develop positive behaviours beneficial to both the student and the Prior community. Our system of rewards strives to get more from students than they thought was possible, promoting self-esteem and reinforcing achievement. We should deal with students in a positive, considerate manner setting clear standards and being consistent in our approach.

Positive behaviour should always warrant **PRAISE.**

This can be a quiet word, recognising effort in class, in the house, or around the school. It can be a more public comment, delivered thoughtfully. Teachers can tell Heads of Department (HoD) of positive contribution, giving opportunities for verbal reinforcement. Work may be displayed, sensitively read aloud, and praise given in assemblies.

iSAMS (Reward and Conduct Manager) should be used to enter positive comments where appropriate. Postcards and e-mails home can reinforce success.

MERITS (R1) can be awarded for outstanding work as judged by a teacher, relative either to the standard of a set or year group. Merits should be recorded on the work and on iSAMS by entering an R1 – Teacher Merit. Merits may be awarded in houses, or by individual members of staff, if a student's attitude and contribution to the community make this appropriate.

SUBJECT AWARDS are available to a HoD, reflecting recommendations from the Department. An outstanding piece of work or consistently impressive effort/attainment would warrant such an award. These commendations are particularly appropriate for use with Sixth Form students when producing good pieces of work. The HoD should enter an R2 on iSAMS and inform the student and their Tutor/HsM of the award.

HOUSE AWARDS are available to a HsMs. They may be awarded to students in their House making a notable contribution and the HsM will congratulate the student. Awards can be made in House Assembly. Houses also generate outings, events, and local rewards to promote positive action. Various House Competitions are rewarded with prizes. The HsM should enter an R2 on iSAMS and inform the student and their Tutor of the award.

A range of **COLOURS** and certificates are awarded for contribution to the Co-Curricular programme. These will be presented in assemblies and recorded as an R2 or R3 on iSAMS.

HEADMASTER'S AWARDS are given for notable academic achievement and application, including Speech Day prizes. Termly Headmaster's Assemblies recognise academic achievement, academic progress and effective contribution. The Spirt of Prior Award is presented to students from each house who have made a significant contribution to the community. These awards will be recorded as an R4 on iSAMS.

7. Sanctions and consequences

We have clear expectations for behaviour and conduct within our school community. Our behaviour policy exists to create a safe, respectful and supportive environment in which all students can learn, thrive and make progress.

Our approach is relational and proportional. We consider the needs of individual students and the wider community. We aim to intervene early, respond thoughtfully, and ensure consistency across the College.

Sanctions and consequences are used only when appropriate and should never be purposeless or demeaning. They should be applied proportionally and as part of a process that seeks to restore relationships, maintain fairness, and uphold the values of our school.

Responses will follow a staged process, but serious offences will be dealt with at the advanced steps. All sanctions should be logged on iSAMS (Reward & Conduct Manager) using the codes C0 – C5.

These sanctions should apply to academic work, incorrect uniform, poor punctuality or a failure to behave to the expected standard:

C0 - **Parent Notifications**- Where a teacher feels it necessary to communicate a concern regarding academic work that does not warrant a sanction, a 'parent notification' may be issued via iSAMS.

C1- Notification
Early intervention - seeking improvement through shared understanding.

- Behaviour is recorded / acknowledged.
- Dialogue takes place between teacher and student to address immediate concerns.

A C1 alerts the student's Tutor, HSM, and parents to ensure transparency and enable a joined-up and supportive approach.

C2- Proportionate Action
Address shortcomings in conduct, attitude or academic commitment through proportionate and constructive action. This sanction should endeavour to meet the student where they are.

Possible routes a, teacher led, C2 may take:

- A Departmental detention (e.g., for missed or incomplete work).
- A Coaching conversation with teacher or tutor.
- An appropriate act of service or restitution (e.g., repairing harm done, contributing positively to our community).
- A written apology to acknowledge and repair relationships.
- A parental phone call to ensure awareness and partnership.

Entering a C2 will immediately notify a student's HSM,

C3- Restorative/ Reflection Action
To provide an escalated response to a pattern of poor behaviour, attitude, or academic effort, ensuring that the student can reflect, restore, and improve.

- A Friday detention is held with the Deputy Head (Pastoral) and the Assistant Head (Progress and Tracking).
- The focus is on guided reflection, coaching, and restoration, rather than punishment alone.

Possible Elements:

- Catching up on overdue or incomplete academic work.
- Coaching conversations about improving behaviour or attitude.
- Target-setting to support progress in both conduct and learning.

- Making appropriate reparation for harm or disruption caused.
- Peer-support activities to rebuild positive relationships.

C4- Individual Review and Repair
For students whose conduct is in serious breach of our Behaviour Policy or escalation where previous sanctions have not led to improvement - a final step before the most serious sanctions of suspension and exclusion. This step aims to reinforce expectations, repair relationships, and remove barriers to both behaviour and academic progress.

- Student attends a Saturday detention for a one-to-one meeting with a senior member of staff.

Possible Elements:

- In-depth reflection on conduct, attitude, and academic commitment.
- Discussion of consequences and expectations moving forward.
- Clear target-setting for both behaviour and learning.
- Agreement of an action plan, supported by parents, pastoral staff, and academic leads.
- Opportunities to repair trust and relationships within the school community.

C5 – Final Sanction: Formal Suspension or Exclusion
The ultimate consequence where a student's behaviour, attitude, or academic conduct is deemed so serious, or where repeated, lower level, interventions have failed, that removal from the school community is necessary to protect learning, wellbeing, and maintain standards.

- The Headmaster alone, in consultation with all relevant parties, may impose a fixed-term or permanent exclusion.

Possible Elements:

- Formal meeting with the Head, parents, and relevant senior staff.
- Review of the student's conduct, academic progress, and reward and conduct history – including earlier interventions and support processes.
- Clear explanation of the reasons for any exclusion.
- Agreement on next steps, whether reintegration support (for a fixed term exclusion) or transition planning (for a permanent exclusion).

Suspension or exclusion is a last resort, used only when all other interventions have failed or when the conduct is so severe that immediate removal is necessary. The process will be fair, transparent, compassionate and centred on the values of respect, responsibility, and community.

Mobile Phone Sanctions
Students in L3 to L6 will hand in mobile phones each day. These will be collected by tutors at 8:30am (Monday to Friday) and handed back after the school day at 4:30pm. For this reason, students are encouraged, where possible, to leave their phones at home.

For U6, phones should not be visible around school between 8.30 – 16.30 and there is no requirement for students to use their mobile phones during the day**.** Similarly, if we have an academic concern relating to effort for a student in U6, we will ask that their phones be handed in to us as an initial intervention measure.

A student using their mobile phone without permission in L3-L6 can expect to have their device confiscated and handed to Reception; this can be collected at 16.30. In L3-L6, failure to hand in a phone or attempts to avoid handing in the phone will result in an immediate **C3** in the first instance. More persistent misuse will be dealt with in line with this policy and escalated as necessary.

8. Management of Behaviour Beyond the Classroom

All teachers must correct misbehaviour beyond the classroom. For example, bad uniform, rowdiness, rudeness, running in corridors, misuse of mobile phones, vandalism, and pushing/shoving in corridors demand intervention.

School standards also indicate behaviour beyond school remains the concern of the school and students and staff must act to respect the Law and to avoid bringing the school into disrepute.

9. Teamwork and support of colleagues

a. The Department

The Head of Department is a crucial support to members of a department. Department meetings must include academic progress of students and their behaviour. When necessary HoDs meet with students and reinforce standards, ensuring that improvement is taking place. Teachers/HoD should write a note on Day Book which will inform the House Tutor and a phone call home to parents is encouraged who need to be kept aware of the situation.

b. Tutor and HsM

The pastoral team gives vital support. Tutors and HsMs can take the initiative when they see a situation arising which is potentially likely to affect behaviour or performance, pre-empting possible problems. Tutors should regularly review their tutees iSAMS reward and conduct entries to check for patterns of behaviour and reinforce any punishment.

The House team meets regularly and will discuss students causing concern. The House collates information received from a variety of sources. In consultation with HsMs, Tutors will offer disciplinary support to the teacher. Tutors and HsMs review progress regularly and will act to support colleagues by counselling students on work practices and good behaviour. House teams can help students prioritise, manage time, and grasp points made by Staff. They can liaise with parents as appropriate.

c. Gating

Gating only applies to boarders and can be issued by Boarding House Parents or SLT. This would be an appropriate sanction when a student is causing concern and failing to meet expectations. A Gating is designed to avoid a problem escalating and further poor judgement taking place. A Gating will see a student restricted to the campus or even the house area for a period of time. House Parents will inform students and parents of this sanction and record in the Boarding House records. Gatings will not be recorded on iSAMS. See appendix B for more information.

d. Report Cards

Report cards will typically be used when a student is persistently failing to meet expectation. A HsM or Tutor may make the decision for a student to go 'on report' following a number of Level 2 sanctions. Report cards should be seen a way of supporting a student and an opportunity for to monitor behaviour and recognise positive progress. Students will typically be issued with one of the following: ***Uniform Report, Punctuality Report, Academic Report***

e. Deputy Heads
The Deputy Heads provide disciplinary support to Heads of Departments and Housemasters / Housemistresses. Issues of poor behaviour or pastoral concerns can be referred to the Deputy Head Pastoral, academic failings to the Deputy Head Academic, failings of attendance at activities and games to the Assistant Head, Activities.

Wider failures to cooperate will be the concern of the Deputy Head Pastoral, liaising with HsMs. Issues of dress and appearance are managed at House level but will be reinforced by the Deputy Head Pastoral and other members of the Senior Leadership Team.

f. Headmaster
The Headmaster plays a role in cautioning students, assisting communication with parents when disciplinary situations are very serious. For example, the Headmaster would write a formal letter of warning if behaviour gave cause for concern and earlier actions (perhaps by HsM/Deputy Heads) had failed to effect improvement.

The Headmaster alone has the prerogative of ***issuing a Serious Sanction, Fixed-Term Exclusion and Permanent Exclusion.***

These serious sanctions are reserved for serious offences or persistent flouting of school standards which challenge the standards of the school and interests of the community.

Further information can be found in our Exclusions Policy.

If a student or parent is unhappy with any aspect of this policy, they should refer to our Exclusions Policy.

10. Register of Serious Sanctions

The Headmaster and Deputy Head Pastoral keeps an up-to-date log of all serious sanctions given. This allows for an analysis to be completed to identify blips and trends. Termly reports of serious sanctions are provided to the Local Governance Committee to ensure the Trustees are kept up to date.

APPENDIX A - DETAILS OF THE MAIN RULES AND EXPECTATIONS BOTH IN AND OUT OF SCHOOL

Alcohol
Alcoholic drinks are inappropriate in school, and no student may bring alcohol on to site or consume it. Alcoholic drinks may be provided by PPC at certain school occasions, but all consumption must be in line with the Law. Staff on duty will not consume alcoholic drinks.

Absence
Students are expected to attend all required assemblies, classes and activities.

Acceptable Use Policy
All members of the community must conform to the standards of the AUP. Unacceptable use is a serious issue. Sending 'nudes' and cyberbullying are unacceptable and may result in Police action as well as school sanctions.

Appearance and Dress
Students are expected to be smart and wear the correct school uniform and sports kit.

Assemblies
Students must attend all assemblies.

Bath City
Boarding students must seek permission from House staff if they wish to visit Bath. Permissions will be at weekends. Students must request passes via Orah 24 hours in advance for a town pass. Students are not permitted to leave the school site without authorisation and activation of the pass.

Books, PLDs and Equipment
Must be treated with respect stored correctly and not subject to offensive scribbles. Students from L3 to U5 must carry their books in a bag to protect them. Any files that are defaced must be replaced.

Bullying
Is contrary to the spirit of the school, which is based on respect and a culture of kindness.

Campus
Students are expected to stay on the school site throughout the day. Boarding Students may sign out to after 16.30. Sixth Form students may visit the village at lunchtime but not during class time. Sixth Form, Day Students may leave school at 16.30 if agreed with their HsMs. All other day students may request one early home per week, but otherwise will be in school for prep and activities until 17.45

Car Use
Is restricted to Sixth Form, Day Students who live at a distance from the school and have a clear need to use a car. Any permission is dependent on discussion with the Deputy Head, and a set of conditions must be respected. Boarders will not be able to use cars during term time unless explicit permission is granted by their houseparent and parents

Changing Rooms
May only be accessed for defined changing times. Possessions must be secured. Do not leave money and valuables in changing rooms.

Chewing Gum
Is not allowed in school

Child-on-Child abuse
No member of the PPC community should be involved in, either in school or out of school, any form of child-on-child abuse, as defined as

- serious bullying (including cyber-bullying),
- relationship abuse,
- domestic violence,
- child sexual exploitation,
- youth and serious youth violence,
- sexual violence (including sexual harassment and harmful sexual behaviour),
- gender-based violence.

Combe Down Village
Can be accessed by following signing out procedures for boarding and for Senior Day Students.

Day Students
A Day Student is considered to be in school from the time they arrive in the morning until the time they are collected or take the school buses home. All Day Students must register in the morning at 8.30am and in the afternoon at 14.15. A Day Student may not leave during the school day without the express knowledge and permission of their HsM. Day Students who wish to stay on campus for evening events must base themselves in the Mansion as Houses are secured from 18.00

Dining Hall
Students are expected to queue in an orderly manner and to show good table manners when eating. Students must clear their tables properly and show community responsibility in the Dining Hall. Mobile phones are not to be used in the Dining Hall. All students must be properly dressed in school uniform, school tracksuit, CCF kit or appropriate casual clothes. In hot weather only shorts will be allowed, but this is not routine wear.

Drugs
Are unacceptable. The consumption and/or possession of illegal drugs is not allowed. A breach of this rule breaches the ethos of the school and will almost always result in exclusion. Any attempt to sell illegal drugs is unacceptable. School and Police action will follow. Harmful substances must not be brought into school or used by PPC students. Students must not seek to misuse substances (such as nitrous oxide, aerosols or adhesives). Any such behaviour has a high risk and is unacceptable.

Exclusion
Students must not seek to exclude others, rather seek to behave in a tolerant way to all. Any orchestrated exclusion of another student will be dealt with under the anti-bullying policy and exclusions policy as appropriate.

False/Fake Identification
It is illegal to use false identification, and student must not be in possession of any such documents or cards. Any false ID discovered will be given to the Police.

Gambling
Is not allowed. Students are forbidden to take or place bets or engage in on-line gambling.

Games
All students are expected to participate in games and to attend all sessions. If selected for a team, students must play. Any request to miss a match due to a family event should be made at least 2 weeks in advance to the Headmaster, but we would expect this to be a rare occurrence.

Language
Students must give thought to the register if language they use, avoiding offensive words and statements. Sexual, sexist, racist, homophobic and offensive religious/cultural terms are to be avoided.

Litter
All members of the community are expected not to drop litter and instead take active steps to keep the campus tidy.

Malicious accusations
Against school staff or students will be treated seriously and may lead to exclusion from the school.

Mobile Phones
Should be invisible – see above for more information and the Mobile Devices Policy.

Pornography
No member of the PPC community should seek to access pornography or provide it to other members of the community.

Personal Learning Device (PLD)
May be used in lessons as directed by a member of staff. All use of learning/electronic devices must conform to the Mobile Device Policy. All PLDs must be carried in a case to protect them.

Possessions
All members of the community must take sensible precautions to protect their property. Large sums of money must not be brought into school

Public behaviour
All members of the community are expected to behave well in public, respecting the Law and the rights of others.

Punctuality
Students are expected to arrive at all classes, activities, games and prep ahead of the appointed start time.

Sexual Harassment and Sexual Violence
No member of the PPC community should be involved in, either in school or out of school, any form of sexual harassment and/or sexual violence

- Sexual violence
- Sexual harassment
- Harmful sexual behaviour

Smoking / Vaping
No smoking by PPC staff and students. Electronic cigarettes are not allowed. Smoking of drugs is not allowed. Inhalation and use of dangerous substances is unacceptable.

Theft
Is a serious issue and students who steal must expect to face school discipline. Students should not interfere or take the items and property of others. Honesty is a key principle of the community, and we expect students to be truthful and not to take the possessions/money of others. Anyone who does this jeopardises their place at PPC.

Weapons
No offensive weapons of any type are allowed in school. Teachers have the legal right to confiscate any such items and to require students to be searched if they have reason to believe dangerous items are being carried or brought into school, in line with the Conducting a Student Search Policy. Dangerous items will be confiscated. If the dangerous item is illegal, it will be given to the Police.

Unacceptable Behaviour out of school
This remains the concern of PPC at all times.

Students are expected to conform with the Law and to adhere to school standards whenever they are off campus.

PPC will take immediate action if we become aware of a student's involvement in:

- criminal behaviour,
- behaviour which brings the school into disrepute,
- behaviour which shows overt support for the drug culture,
- bullying (including cyberbullying),
- the sharing of nudes and semi-nude photographs and misuse of social media,
- smoking and drinking underage,
- anti-social behaviour whilst travelling to and from school,
- anti-social behaviour in a public place,
- involvement in acts of violence,
- Involvement in any inappropriate acts against any protected characteristics
- involvement in acts of peer-on-peer abuse,
- involvement in acts of sexual harassment, sexual violence and/or harmful sexual behaviours

PPC takes the involvement of students in any of the above unlawful behaviours very seriously, and involvement in any one of these may lead to suspension and/or exclusion from Prior Park College.

APPENDIX B: Boarding Behaviour: rewards and sanctions.

This appendix, specifically for Boarders, outlines principles of good practice that underpin all aspects of school life, contributing to the development and reinforcement of positive behaviour and a respectful, inclusive ethos. The policy reflects Prior Park College's (PPC) commitment to fostering a learning/homely environment in which all individuals feel safe, valued, and supported.

All members of PPC's community are expected to actively contribute to the maintenance of an atmosphere conducive to social development. This includes upholding standards of courtesy, mutual respect, and responsibility, which are essential to personal growth and academic success.

Aims

- To encourage adherence to a shared set of principles and values among boarders, as per the Boarding Principles and Guidelines.
- To promote positive behaviour and consistently reward boarders who uphold the expectations of the community.
- To secure the support and collaboration of students, house staff, and parents.
- To ensure a fair and transparent process is in place when sanctions within boarding are required.

Implementation

- A copy of this policy is available to parents, who are asked to sign it as a demonstration of their support.
- The policy is intentionally concise and easy to understand, containing only those rules that PPC is committed to enforcing during boarding time, outside of the academic day.
- Each rule is supported by a clear rationale, ensuring its purpose is evident to all.
- The policy is designed to be adaptable to a variety of situations, encouraging boarders to take ownership of their behaviour and develop personal responsibility.
- All rules and examples are presented in constructive, positive language.

The boarding Rewards and Sanctions Policy will run in partnership with the PPC Behaviour Policy.

Boarding staff will use the examples as a guide to implement rewards and sanctions appropriately, promoting fairness and equity to all boarders.

For more serious breaches of behaviour in boarding, this will escalate to the school's Senior Leadership Team, who will refer to the school's overall Behaviour Policy and apply sanctions in line with that.

Parents (and Guardians) are informed electronically, via Orah, and will be informed of more serious behavioural incidences or concerns at the earliest opportunity via telephone/email as well.

PPC does not give or threaten corporal punishment to a child.

PPC would not expect any physical restraint to be used by staff in routine/normal circumstances.

We do not feel it wise to have any physical contact with students if this can be avoided. For further information please see the Use of Restraint Policy.

Code of Behaviour for Boarding Students

I will:
Adhere to the PPC Behaviour Policy and expected code of conduct within it when at school, in boarding and out in the community

- Attend School and activities as required, and on time.
- Be polite and helpful to others, treating all with courtesy and respect.
- Help to make the School and Boarding House orderly and caring places.
- Work hard to achieve targets set with teachers.
- Complete all of my work, including Prep, to the best of my ability.
- Wear the School uniform or dress according to the relevant code and be tidy in appearance.
- Comply with the School's anti-bullying and discipline policies.
- Support and become involved in School and House events.
- Keep the School site free from litter and graffiti.
- Recognise House rules as appropriate.
- Behave well in and out of Boarding and follow School Rules, policies, and expectations.
- Respect and care for others and their property (including School property).
- Give my best effort on all tasks.
- Meet all deadlines for handing in Prep and coursework.
- Find out what opportunities are available to me and participate where possible.

This pattern of behaviour should apply inside and outside of school.

Rewards

We recognise the importance of reinforcing positive behaviour. This not only actively promotes the school's values but also helps students learn the difference between right and wrong. In addition, we believe that that consistently recognising and rewarding good behaviour encourages children to adopt such behaviours independently over time.

Day-to-day, merits will be awarded and documented on ISAMS, and parents are notified automatically. When a boarder demonstrates consistent positive behaviour, or a single act of outstanding behaviour, rewards will be documented on iSAMS to be celebrated within whole school merit totals.

Logging	**Examples of boarding/school merit**
iSAMS- BR1 (Boarding Reward 1)	Single act of kindness/ consistent level of cleanliness in room
iSAMS- BR2 (Boarding Reward 2)	Going above beyond house expectations
iSAMS– BR3 (Boarding Reward 3)	Courage, curiosity and/or generosity

Sanctions

From time to time, students may need reminding of the appropriate behaviours expected. Pre-emptive pastoral care, clear expectations, good organisation and assertive behaviour management should reduce problems, but when they occur a clear, consistent and effective response is needed.

Unacceptable behaviours must be handled appropriately, using a measured, step-by-step approach, and involving relevant boarding staff. House Parents will use professional judgement, acting as part of a team, to affect the best possible outcome.

We try to ensure fairness by investigating any issues thoroughly, listening and considering proportionate action.

We keep records and communicate with parents/guardians and, if necessary, external agencies.

The purpose of sanctions is to remind students that certain behaviours are not acceptable and to reinforce the difference between right and wrong

Types of Sanctions

House Community Service
Examples: Kitchen duty, bin emptying
A restorative sanction that reinforces responsibility by assigning useful tasks within the boarding house. These duties contribute positively to the community and are designed to reflect the nature of the behavioural concern**.**

Time Defined Check-ins (TDCs)
Boarders must report to the boarding office at specific times throughout the day or evening. This sanction increases accountability and helps rebuild trust through routine and staff contact.

Confiscation of Devices
Mobile phones or other electronic devices may be temporarily removed if their use is contributing to negative behaviour (e.g. sleep disruption, inappropriate communication). The duration and conditions for return will be clearly communicated.

Supervised Prep
Boarders complete evening prep (homework) under staff supervision, often in a designated space. This supports students in re-establishing productive study habits and maintaining academic focus.

Removal from Boarding
In cases of serious or persistent behaviour concerns, a temporary or permanent removal from the boarding community may be enforced. This decision is taken in consultation with parents and SLT, and always with the student's welfare in mind, as well as that of the entire boarding community.

Gating Tier System

Community Gating
Similar to school gating, but with some flexibility. Boarders are not permitted to go into Bath but may be allowed access to local amenities (e.g., the Co-op) or authorised off-site trips with permission.

School Gating
Boarders are restricted to the school campus. Access to external facilities (e.g. Monument Field, the Sports Centre) is not permitted. No authorisation is granted for visits to Bath or overnight stays during the time of the gating.

House Gating (Most restrictive)
Boarders are confined to the boarding house and may only leave for meals, authorised co-curricular commitments, or pre-approved activities, lessons or school sports fixtures. TDC's may also be applied.

INCIDENT	POSSIBLE SANCTION	WHO CAN AWARD	SCALE	WHEN IT TAKES PLACE	WHERE IT TAKES PLACE	WHERE TO RECORD	OTHER INFORMATION
Late to meals/missed meal	Community service (chore) Use of gating tier system (school gating escalating to house gating)	RT's, HP's	1st offence - House chore Scaled gating 2nd offence – 24hrs 3rd offence – 48hrs 4th offence – one week. Refer to HP/HOB	Same day	In house School site or boarding house	iSAMS	
Up after lights out	School Gating Use of gating tier system (school gating escalating to house gating)	RT's, HP's	1st offence – verbal warning / house chore Scaled gating 2nd offence – 24hrs 3rd offence – 48hrs 4th offence – one week. Refer to Houseparent/ HOB	Next day	School site or boarding house	iSAMS	
Failing to meet House expectations.	Verbal warning and explanation given by member of staff issuing the sanction. Persistent infringements- use of gating tier system (school gating escalating to house gating. Meeting with HP and/HOB and move to school sanction C system.	RT's HP's	1st offence – verbal warning / house chore Scaled gating 2nd offence – 24hrs 3rd offence – 48hrs 4th offence – one week. Refer to Houseparent/ HOB	Next Day	School site or boarding house	iSAMS	
Untidy area/room	House gated until room is tidy to staff's expectation.	RT's HP's	House gating until matter is resolved.	Same day 24hrs	School site or boarding house	iSAMS	
Prep issues from school.	Supervised prep in common area monitored by house staff	RT's HP's	Short term intervention to address missed prep		Prep room	iSAMS	

			Longer term supervised prep can be added – HP to discuss with HsM/Tutor				
Abuse of town leave expectations	Town leave privilege taken Gating Tier System implemented.	RT's, HP's, HOB	1st offence – verbal warning from HP 2nd offence – C3 Friday detention plus one week gating 3rd offence – C4 Saturday detention plus 1 week gating	Gating commences next day	School site or boarding house		Refer to HOB and SLT for more serious offences.
Disruptive behaviour during Prep	Extended prep, Use of gating system	All House staff	1st offence – 24 hours 2nd offence – 2 days 3rd offence – 1 weeks	Same day.	School site or boarding house	iSAMS	
Rude and disrespectful behaviour or language	House gated School detention.	All House staff, HOB, SLT	1st offence – one week gating 2nd offence –C3 plus 1 week gating 3rd offence – C4 plus 1 week gating	Same day	School site or boarding house	iSAMS	Ensure HP is informed.
Improper and unacceptable dress at breakfast	Community service Use of gating system	RT's, HP's	1st offence – verbal warning / house chore Scaled gating 2nd offence – 24hrs 3rd offence – 48hrs 4th offence – one week.	Same day	School site or boarding house	iSAMS	
Damage to property	Use of gating system **Student may be charged for any damage caused (discuss with HOB)*	HP's and HOB, SLT	Email to be sent home by Houseparent and followed up with cost of repair 1st offence – one week gating 2nd offence –C3 plus 1 week gating 3rd offence – C4 plus 1 week gating	Same day	School site or boarding house	iSAMS iSAMS	REPORT TO HP/HOB
Stealing	House Gated during investigation stage. School Sanction – SLT to determine the overall outcome	HP's and HOB	Outcome to be determined in line with significance of the offence	Same day	School site or boarding house	iSAMS iSAMS	REPORT TO HP/HOB

Bullying		HP's, HOB	Outcome determined in line with school sanctions policy, determined by HOB/SLT	Same day	School site or boarding house	CPOMs	REPORT TO HP/HOB
Failure to sign in and out of house correctly.	Verbal warning Gating Tier System implemented.	RTs, HP's	1st offence – 1 week gating 2nd offence – C3 school sanction 3rd offence – C4 school sanction	Same day	School site or boarding house	iSAMS	
Smoking/vaping (including purchasing or in possession of cigarettes or vapes)	Items confiscated. [Room search (in line with policy)] House Gated during investigation stage. Potential collection from Parent/guardian. School Sanction – SLT to determine the overall outcome	HP's HP's and HOB HP's and HOB HP's HOB/SLT	House gated whilst investigation takes place. HP informed and escalation to HOB/SLT for sanction decision.	Same day	School site or boarding house	CPOMs	REPORT TO HOB AND SLT
Supplying smoking materials to others	Items confiscated. [Room search (in line with policy)] House Gated during investigation stage. Potential collection from Parent/guardian. School Sanction – SLT to determine the overall outcome	HP's HP's and HOB HP's and HOB HP's HOB/SLT	House gated whilst investigation takes place. HP informed and escalation to HOB/SLT for sanction decision.	Same day	School site or boarding house	CPOMs	REPORT TO HOB AND SLT

Alcohol or Drug offences	Items confiscated. [Room search (in line with policy)] House Gated during investigation stage. Potential collection from Parent/guardian. School Sanction – SLT to determine the overall outcome	HP's HP's and HOB HP's and HOB HP's HOB/SLT	House gated whilst investigation takes place. HP informed and escalation to HOB/SLT for sanction decision.	Same day	School site or boarding house	CPOMs	REPORT TO HOB AND SLT
Possession or use of mobile phone after 9.30pm (not including 6th form)	Confiscation of electronic equipment. Use of gating system	RT's, HP's	1st offence – one day 2nd offence – 1 week 3rd offence – 3 weeks.	Next day	School site or boarding house	iSAMS	
6th FORM - Misuse of a mobile phone after lights out	Confiscation of electronic equipment.	RT's, HP's	1st offence – verbal warning / house chore Scaled gating 2nd offence – 24hrs 3rd offence – 48hrs	Next day	School site or boarding house	iSAMS	
Anti-Social Language	Use of gating system	RT's, HP's	1st offence – one day 2nd offence – 1 week 3rd offence – 3 weeks Refer to HOB	Same day	School site or boarding house	iSAMS & CPOMs	
Racism or homophobia comment	House Gated during investigation stage. Potential collection from Parent/guardian.	HP's and HOB HP's	House gated whilst investigation takes place. HP informed and escalation to HOB/SLT for sanction decision.	Same day	School site or boarding house	CPOMs	REPORT TO HOB AND DSL

	School Sanction – SLT to determine the overall outcome	HOB/SLT					
Sexual misconduct	House Gated during investigation stage. Inform DSL (Safeguarding Team immediately) Potential collection from Parent/guardian. School Sanction – SLT to determine the overall outcome	HP's and HOB All House Staff HP's HOB/SLT	House gated whilst investigation takes place. HP informed and escalation to HOB/SLT for sanction decision.	Same day	School site or boarding house	CPOMs	REPORT TO HOB AND DSL
Poor behaviour towards other boarders.	Verbal warning and mediation	House staff, HP's HOB	1st offence – verbal warning / house chore Scaled gating 2nd offence – 24hrs 3rd offence – 48hrs	Next day	School site or boarding house	iSAMS & CPOMs	
General Disruptive behaviour	Verbal warning.	House Staff	1st offence – verbal warning / house chore Scaled gating 2nd offence – 24hrs 3rd offence – 48hrs	Next day	School site or boarding house	iSAMS	