

Introduction

It is the aim of PQMS that everybody that works or Learners at PQMS feels valued and respected, and that each person is treated fairly and well. Our values are built on mutual trust and respect for all.

PQMS has high expectations of behaviour, and our behaviour policy is designed to ensure that everyone, feels **safe** and **happy** and has the opportunity to **learn, achieve** and **be successful**.

Aims

- To maintain a safe and secure learning environment by creating a purposeful, relaxed, and happy working atmosphere for everyone including learners, staff, parents and visitors.
- To develop an ethos in relationships, which encourages mutual respect and trust among all those working and learning at PQMS.
- To enhance the self-esteem of individuals through positive reinforcement, praise and encouragement and the valuing of the contribution each may make to the well-being of others.
- To promote positive behaviour and modifying unacceptable behaviours, which will be applied consistently by all those working at PQMS.

Your Rights:

At PQMS everybody has the right:

- To feel safe, happy, and secure in the centre, at all times.
- To be able to work and learn without threat or disruption from others.
- To know that bullying is unacceptable and will be dealt with immediately. (Refer to **Anti-bullying & harassment policy**).
- To be listened to and treated fairly and sensitively.

It is the responsibility of everyone at PQMS to ensure that these rights are upheld in every classroom and around the centre. Learners should behave appropriately and follow PQMS rules at all times.

General Centre Rules

Rules are kept to a minimum and exist for the safety and well-being of all.

- Respect and understand the needs of others.
- Treat others appropriately and ensure others are included.
- Help and encourage others.
- Be polite.
- Be honest and fair.

- Take responsibility for actions and behaviours (accept consequences and put it right).
- Respect other people's property and that of the centre.
- Use the toilet areas responsibly.

Learners at PQMS know their rights and responsibilities and all agree on a **Learning Agreement** to promote positive behaviour at the beginning of their programme. Time is also spent discussing a variety of inappropriate and unacceptable behaviours and learners are asked to consider the effect that these behaviours may have on others.

Strategies for Promoting Positive Behaviour

- Good quality teaching
- Interesting and exciting learning
- Clear and consistent high expectations
- Treating learners as adults
- Acknowledgement of good behaviour
- Celebrating success
- Learners are listened to and given the opportunity to discuss issues relating to behaviour so that they can adapt their behaviour in the future and learn from their mistakes.
- Recognition when behaviour has improved.

Strategies for Modifying Unacceptable Behaviour

Unacceptable behaviours include:

- Any intimidation, physical or verbal aggressive or threatening behaviour by a group or an individual towards others.
- Bullying, including peer to peer bullying.
- Racist abuse
- Radicalisation
- The use of drugs or under the influence of drugs or alcohol whilst at PQMS centres.
- Any form of fighting.
- Swearing
- Rudeness to any member of staff
- Disrupting other learners learning
- Sexual harassment

- Any damage or theft to property, whether classroom or centre equipment or the property of others
- Any dangerous behaviour which puts learner's or staff's health and safety at risk

Consequences include:

- Discussion with a member of staff about the behaviour
- Removing a learner from a situation
- Informing parents and/or involving parents in discussion if deemed appropriate
- Informing Employer in discussion if deemed appropriate
- Withdrawal from programme

Strategies for Dealing with Persistent Unacceptable Behaviour

It is PQMS policy to manage such unacceptable behaviour in a positive and supportive way, involving parents and Employers where necessary, however persistent unacceptable behaviour will result in dismissal and withdrawal from the programme.

Reasonable adjustments may be made for learner with SEND when applying the behaviour policy.

Very serious incidents including violence or verbal abuse or behaviour threatening the health and safety of others or damage to property are likely to result in instant withdrawal from programme.