



## K N & P Limited

### Student Behaviour Policy

<b>Policy agreed (date):</b>	<b>01.08.24</b>
<b>Policy published (including on website) (date):</b>	<b>01.08.24</b>
<b>Next review (date):</b>	<b>01.08.25</b>
<b>Policy reviewed by:</b>	<b>Kayley Butler – Director &amp; Business Manager</b>

<b>Key Personnel</b>			
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### **Introduction**

K N & P Ltd is committed to providing positive social and emotional outcomes for its students; whilst keeping them, and staff safe. This policy outlines our expectations for positive behaviour from students attending our provision and provides a guide to students about the consequences if these expectations are not met.

Alongside this policy, a visible list of basic expectations is clearly displayed on the wall at our provision and students will be reminded of these regularly.

We feel it is an important part of their social, emotional and communicative learning to recognise, manage and take responsibility for their own behaviours. We understand that certain factors can affect behaviour and ability to manage this, and therefore each student is



treated on an individual basis. These factors are always considered when choosing how to manage behaviour and decide on a consequence.

Students struggling to regulate behaviours have the opportunity to access a sensory room to encourage de-escalation before an incident arises. We are also very fortunate to have immediate access to beautiful, enclosed countryside which some students may find has a calming influence. Students will be offered the chance of some outdoor time with their key worker to help regulate. Staff are trained to recognise when intervention is needed prior to an incident escalating and will always use this experience to help a student who is in crisis. This will help to avoid an incident of unacceptable behaviour occurring.

## **Rewards and praise**

Recognising student's positive choices and behaviour is of the utmost importance at K N & P Ltd and building the student's self-confidence, self-awareness and promoting positive relationships and experiences within our setting is our aim. Rewarding student's achievements, no matter how small they may seem is our priority. Student's will receive verbal praise and recognition and positive phone calls home. We recognise that student's achievements and behaviours differ due to individual need and circumstance and this recognition will always be monitored on an individual basis. Positive choices and behaviours that go above and beyond, for example showing respect to others, helping others, self-regulation and achieving something that has historically been difficult will be rewarded, documented and shared on the student's file. This will be fed back to commissioners.

## **Clothing**

Students are permitted to wear their own clothing; however, this must be deemed appropriate – no indecent slogans, swear words or offensive language will be allowed. No low-cut tops, crop tops, hot-pant style/running shorts or mini skirts/dresses. Due to the location of our site and the use of the outdoor space, sensible footwear is mandatory – staff will model the use of sensible footwear and we will be able to provide this if necessary.

## **Prohibited items**

Students are not permitted to have the following items on their person whilst at the site:

- Mobile phones
- Cigarettes, tobacco, vapes or any paraphernalia relating to smoking (filters, rolling papers or such like)
- Lighters or matches
- Drugs
- Alcohol
- Dangerous weapons or sharp items



Student's use of mobile phones can be distracting, a trigger and occasionally a safe-guarding concern, and therefore the use of them on site is not permitted. Students will be asked to hand in mobile phones on arrival to site, and they will be stored safely and handed back when their session ends.

The entire site is a non-smoking site due to the amount of grass surrounding us and the wooden structure of the barn. Students and any parent/carer transporting a student are not permitted to smoke whilst on site. This includes on arrival or exit of the site. Smoking is also prohibited in the car park. We ask that students do not bring cigarettes, tobacco, lighters, vapes or any other smoking paraphernalia to K N & P.

Students will be searched on arrival using a metal detecting wand. This is a non-negotiable and refusal to hand in prohibited items will result in an end of session.

Any alcohol found on a student's person will be confiscated and disposed of immediately.

Any drugs or dangerous weapons found on a student's person will be confiscated and reported to the police immediately.

Any student found to be bringing alcohol, drugs or weapons to the provision will be in breach of their referral contract and the contract will be terminated immediately.

## **Student Searches**

Following a screening with a metal detecting wand, a further search of the student may be carried out if a member of staff has reasonable grounds to believe the student is in possession of any of the prohibited items listed above.

Searches will be carried out away from other students and with a second member of staff present as a witness.

The student will be told why they are being searched and staff will seek their co-operation.

Students will be asked to remove any additional clothing such as a coat, hat, shoes or hoody/jumper (as long as the student has a second layer of clothing underneath) and asked to turn out their pockets. Bags can also be searched.

If a student refuses to co-operate with the search, then the Student Manager will decide if it is safe to keep the student on site and make necessary arrangements to end the session to ensure the safety of all students and staff.

After a search, any prohibited items will be confiscated and protocol followed accordingly.

An incident form will be completed by the staff member carrying out the search as well as the staff member who witnessed the search.

Following a search, the student's parent/carer will be notified along with the commissioner.



## **Unacceptable behaviour**

At K N & P Ltd we understand that each student's capacity to manage their own behaviour is different. Due to individual needs this can also affect their understanding or ability to control their own behaviour or responses. We work hard during their sessions with us to encourage this understanding and teach students about taking responsibility for themselves and their actions. This will include accepting there are consequences, anger management, understanding emotions, understanding their own personal triggers and positive and negative choices.

Behaviour that is deemed unacceptable at K N & P Ltd includes:

- Bullying, including cyber bullying.
- Sexual violence/harassment
- Intimidating/threatening behaviour
- Physical abuse and violence towards others
- Absconding
- Spitting at another person
- Possession of prohibited items
- Verbal abuse
- Causing damage to property
- Stealing
- Use of racist or discriminatory language
- Repeated swearing

## **Absconding**

Students that abscond will be followed by a member of staff at a safe distance where they can keep sight of the student but so as not to provoke the student to run. The incident will be reported to a member of the management team and updates will be given throughout. If staff lose sight of the student, 999 will be called, and the student will be reported as missing to the police. This will be shared with management immediately and a phone call home will also be made to inform parents/carers.

## **Consequences/sanctions**

Our main focus is to model and reward positive behaviour, and all staff strive to promote a positive environment for the students where they feel they are recognised and praised for their achievements and efforts. However, unacceptable behaviour does sometimes happen and



part of the process of development for our students is to be able to take responsibility for this and accept the need for a consequence.

Consequences are decided on by the management team and the decision is made on an individual basis, taking into account the student's needs and understanding. We also look at the factors leading up to an incident, and possible triggers. Following an incident of unacceptable behaviour, a restorative conversation will always take place. This will be once the student is calm enough to manage this interaction without the risk of re-escalation. This restorative will be carried out by the student's key support worker and the pastoral lead, should the student wish for them to be present. The restorative is the student's chance for their voice to be heard, and the student will be supported to understand what happened, why it happened and what can be done in future to prevent further incidents. The restorative will be documented and kept on the student's file.

Alongside a restorative, depending on the level of behaviour, a further consequence is sometimes needed. This can include:

- Change to timetable, this can be a temporary measure or permanent resolution.
- End of session – If an end of session was made then parents/carers will be contacted immediately, and transport arrangements made to remove the student from site safely. Following an end of session decision, a re-integration meeting will be held with parents/carers, a member of the management team and the student, prior to the students next session to ensure a smooth transition back into their sessions.
- Phone call/meeting with parents/carers and other professionals.
- As a last and final resort if behaviour is deemed to be severe, a student's contract will be ended with their commissioner, and their time at K N & P Ltd will be terminated. How soon this is terminated will depend on the level of behaviour. K N & P Ltd will endeavour to give a weeks' notice but K N & P reserves the right to end placement immediately should a student's behaviour put staff or other students at risk.

## **Physical intervention**

Physical intervention is only used as an absolute last resort and only when a person is in real danger i.e. causing or likely to cause real harm to themselves or others. Staff will only use physical intervention when deemed necessary and will always use the least restrictive form and for the shortest amount of time possible; this to eliminate the immediate risk of serious harm.

If a physical altercation occurs, staff may be required to separate students involved if it is safe to do so.

Where physical intervention has been required, parents/carers will be informed. The details of the incident will be recorded in the incident book and the students individual risk assessment will be updated. Where necessary, outside professionals such as the Youth Offending team, social workers or any other external professionals involved with the student will be informed.



Following an incident that has required physical intervention, any staff and students involved in the incident will be offered support from the management team.

## **Monitoring and Review**

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