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# Positive Behaviour and Anti-Bullying & Harassment Policy

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## Version Control

Version	Author	Date	Changes
3.1	Team Leader, Student Experience.  *Information Manager	14.09.2022	Minor updates to version 3 job titles and terminology (as agreed by SMT).  *Transfer to accessible template.

## 1. INTRODUCTION

**This policy supports the Positive Behaviour and Anti-Bullying & Harassment Guidance and Procedures for staff and students and the Learner Agreement.**

The purpose of this policy is to promote positive student behaviours that are aligned to college values, which will enhance the wellbeing of students, staff and visitors at the College.

The policy also aims to promote a culture of inclusiveness that respects the diversity of students, staff and visitors at the College.

The policy should be read in conjunction with the guidance and procedures for staff and students relating to positive behaviour, and anti-bullying and harassment.

## 2. SCOPE

The policy covers the following areas of college student learning activity:

- All students on full time, part time, commercial, and outreach programmes, including schools college partnership activities.
- Students representing the College at external events and extra-curricular activities.
- Students on work experience placements as part of a college course.
- Students on residential activities as part of a college course.
- In addition, this policy applies to students who are undertaking a programme of study which involves registration with any regulating body or other associated

organisations. In these instances, 'fitness to practice' rules will apply, in addition to this policy.

### **3. KEY PRINCIPLES OF POSITIVE BEHAVIOUR AND DEFINITIONS OF POOR BEHAVIOUR**

The college recognises the rights of all students and staff to be treated with respect and dignity and to:

- Promote the College's five core values in all aspects of behaviour.
- Behave in a respectful manner to all other students, staff and college visitors.
- Respect college property and resources.
- Act as ambassadors for the college.
- Acknowledge that certain behaviours occurring out with the College may impact on the reputation of the College, and may have consequences for student attendance at the college.

Below is a list (not exhaustive) of behaviours that are contrary to the College's values.

Such behaviours may occur within, and out with, college premises, and could potentially compromise the College's reputation, and student and staff wellbeing.

#### **Minor Concerns**

- Swearing
- Spitting
- Disruptive behaviour

- Smoking or vaping in non-designated areas
- On-line / social media activity that is minor but is disrespectful
- Undermining and criticism of student peers, and / or staff, about performance of tasks and / or assignments

### **Concerning Behaviours**

- Derogatory name calling related to protected characteristics.
- Threatening, intimidating or abusive behaviour including cyber bullying.
- Breach of the College's acceptable use of IT policy.
- Being under the influence of alcohol or illegal substances.
- Breach of health and safety policy and procedures.

### **Serious Behaviours**

- Failure to adhere to a regulatory body's codes of conduct, in terms of fitness to practice either in college or on placement.
- Carrying a weapon or an item intended to be used as a weapon.
- Bullying and harassment.
- Threat of violence or actual violence towards others.
- Displaying sexual images and/or offensive material.
- Theft and damage of property.
- Academic malpractice, including plagiarism.
- Serious breach of health & safety policy & procedures

## **4. ENSURING ADHERENCE TO THE POLICY**

This policy is accompanied by a procedures and guidance document for staff and students.

This document describes how the college will deal with any minor concerns, concerning or serious behaviours.

The key principle underpinning the college's approach is try and resolve matters through informal, restorative practices, rather than formal disciplinary investigations.

However, for some behaviours it will be necessary to undertake a formal investigation and disciplinary hearings.

Such approaches will be evidence based, objective and impartial, and will provide an opportunity for a student to have representation.

## **5. LINKED POLICIES & PROCEDURES**

- Retention Policy
- Safeguarding Policy
- Academic Appeals Procedure
- Health and Safety Policy
- Dignity and Respect Policy
- Equality and Diversity Policy

## **6. DIRECTLY RELATED LEGISLATION & OCCUPATIONAL STANDARDS**

- Equality Act 2010
- Data Protection Act 2018
- Children and Young People (Scotland) Act 2014

- Human Rights Act 1998
- Health and Safety at Work Act 1974
- Post 16 Education Reform Act 2012
- GIRFEC (2010) & update 2014
- Relevant 'Fitness to Practice' policies and procedures.

**End of document**