



⭐ Behaviour Policy

High Impact Academic Coaching Ltd

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Audience: For Students, Staff, and Parents/Carers

Owner: Designated Safeguarding Lead (DSL)

1. Introduction

High Impact Academic Coaching Ltd is committed to creating a safe, respectful, and effective learning environment for all students. This policy outlines our expectations for behaviour, procedures for addressing concerns, and the roles of staff, students, and parents/carers in promoting positive conduct.

All behaviour concerns will be considered in the context of safeguarding. Staff must refer to the Designated Safeguarding Lead (DSL) if behaviour may indicate underlying welfare concerns.

2. Scope

This policy applies to:

- All students enrolled in our online and 1:1 educational programmes.
- Their parents/carers.
- All staff members, tutors, and contractors.

3. Principles

- **Respect:** Treat others with dignity, kindness, and fairness.
- **Safety:** Prioritise the wellbeing of all students and staff.
- **Support:** Help students develop positive behaviours and reach their potential.
- **Inclusion:** Recognise and respond to individual needs, including SEND and mental health.

4. Behaviour Expectations

4.1 Students

Students are expected to:

- Attend sessions punctually and regularly.
- Engage positively in learning.
- Follow tutor instructions.
- Use respectful language and behaviour.
- Respect the learning environment and resources.
- Follow online safety rules, including:
 - No private messaging with tutors.
 - No recording or screenshots of sessions.
 - Appropriate dress and background during virtual sessions.

4.2 Staff

Staff are expected to:

- Model respectful and inclusive behaviour.
- Set clear expectations and provide consistent feedback.
- Address behaviour concerns promptly and fairly.
- Communicate regularly with parents/carers.
- Refer safeguarding concerns to the DSL.

4.3 Parents/Carers

Parents/Carers are expected to:

- Support their child's learning and behaviour.
- Ensure regular and punctual attendance.
- Communicate concerns that may affect behaviour.
- Reinforce respectful conduct at home.

5. Addressing Inappropriate Behaviour

5.1 Minor Issues

- **Verbal reminder** of expectations.
- **Reflection break** to consider behaviour.

5.2 Repeated or Serious Issues

- **Formal warning** issued.
- **Parent/carer involvement** initiated.
- **Behaviour plan** developed collaboratively.

5.3 Severe Issues

- **Suspension** from sessions.
- **Review meeting** with all parties.
- **Removal of provision** in extreme cases, with right to appeal.

6. Supporting Positive Behaviour

We promote positive behaviour through:

- Praise and recognition.
- Clear and consistent expectations.
- Additional support where needed.
- Collaboration with external professionals when appropriate.

7. Monitoring and Review

- Behaviour patterns are reviewed monthly by senior staff.
- This policy is reviewed annually or following any safeguarding incident.
- Feedback from students, staff, and parents/carers informs updates.

Year-on-Year Document Review

Review Date	Reviewer Name	Changes Made / Notes	Next Review Date
01/10/25	Kris Geddes	N/A	01/10/26