



There is a Welsh version of this document available.

Learner Behaviour Policy

Scope and Purpose of Policy

This policy is underpinned by the College vision – Inspirational, Inclusive and Influential and will support the College to work towards our key drivers of Quality, Efficiency and Growth. The policy will incorporate the following principles:

- Those who access Cardiff and Vale College must be free from discrimination.
- Learners will be supported to enable them to achieve their potential and Independence while at College, in an environment which minimises disadvantage, and takes all reasonable steps to meet their needs and encourage participation.
- We will support learners to develop the skills they need to progress successfully throughout their lives.

The purpose of this policy is to:

- Ensure a fair and consistent framework where positive behaviour is encouraged and recognised and in which disciplinary issues can be resolved within a supportive, inclusive and person-centred environment.
- Encourage a whole College approach to inclusion and person-centred practices in dealing with issues relating to behaviour management and the promotion of positive working relationships between all staff and learners.
- Provide clarity regarding behaviours expected of learners and staff.
- Determine procedures, guidance and support to all staff when dealing with issues relating to behaviour management and/or poor academic progress.

This policy applies to all learners on all learning programmes regardless of mode or location of study.

This policy applies to all staff, whether an academic or business role within the college.

This policy applies to all partners and franchise organisations.

This policy applies to visitors to college.

Policy Statements

The College is committed to:

Inspirational. Inclusive. Influential.

Ysbrydoledig. Cynhwysol. Dylanwadol.

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- Developing procedures to outline how the requirements of the policy will be carried out in practice and which will fully meet associated legislation and guidance.
- Outlining roles and responsibilities as part of the linked procedures.
- Training all staff fully in the linked procedures and the underpinning legislation and guidance; this training will be at an appropriate level for their role.
- Informing all those affected by this policy and the linked procedures of their content along with implications for them; this will include partners and franchise organisations.
- Providing the necessary resources to enable the linked procedures to be achieved efficiently and effectively.
- Recording and monitoring data associated with this policy and its procedures, paying particular reference to any external requirements such as legislation, guidance etc.
- Reviewing the above data to consider the effectiveness of this policy and its procedures to support continuous improvement.

We will ensure that learners on all levels and types of provision are clearly signposted to any external organisation or body which oversees provision, standards, expectations or redress such as an awarding body, the QAA or the Office for Independent Adjudicators for HE (this list is not exhaustive).

Responsibilities

The Governing Body will be responsible for ensuring that:

- The Policy is reviewed on a regular basis (as per the policy terms of review) and appropriate advice is given on content.

Executive and Senior Leadership Team will:

- Have overall responsibility for ensuring that arrangements for behaviour support and management are effective and promote inclusion across the college. They are responsible for developing effective governance arrangements and ensuring that relevant policies are in place across the college.

All staff are expected to:

- Ensure that this policy and accompanying procedures are effectively implemented across the Group.

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- Ensure that systems are in place to keep detailed, accurate and secure records of behaviour concerns and incidents.
- Undertake appropriate training and knowledge updates.
- Work in a collaborative approach to ensure person-centred practice and that behaviour across the college is consistent and robust.
- Read and understand the Behaviour policy and procedure and understand the recording procedures for their respective organisation within the Group. Staff should read this policy in conjunction with the Ready to Learn Policy and Procedure which will be applied in cases where a learner's behaviour requires sensitive management rather than disciplinary action.
- Staff should also ensure that the person-centred principles of ALNET 2018 are applied when supporting learners with an additional learning need, learning difficulty or disability.
- Be aware of potential signs and symptoms of abuse.
- Understand that behaviour is everyone's responsibility.

All learners are expected to:

- Attend induction and tutorial/review sessions to ensure they are aware of the policy and the issues it raises.
- Behave in a way that supports the Policy, including raising any concerns with teaching or support staff to enable them to access the support they need.

Legislation and Guidance

Equality Act 2010
ALNET Act 2018
ALN Code for Wales 2021

Equality and Diversity Statement

In accordance with College procedures, an Equality Impact Assessment (EIA) will be undertaken on this policy.

Welsh Language Standards

This policy provides opportunities for persons to use either the Welsh or English language. The duties which come from the Standards mean that organisations should not treat the Welsh language less favourably than the English language, together with promoting and facilitating the use of the Welsh language i.e. making it easier for people to use in their day-to-day life.

Health and Safety Implications

None associated with this policy.

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Linked Procedures

- Behaviour
- Bullying and Harassment
- Complaints and Compliments
- Ready to Learn
- Substance Misuse
- Health and Safety
- Equality and Diversity
- Safeguarding

Location and Access to the Policy

This is available from the website and may be out of date if printed.

Date approved:	October 2024
Approved by:	Main Board
Next Review date:	October 2026

Responsible Manager:	Senior Head of Learner Journey and Inclusive Learning
Executive Lead:	: Assistant Principal Quality, Teaching and Learning.
Accessible to Students:	: Yes

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Behaviour Strategy



Cardiff and Vale College
Coleg Caerdydd a'r Fro

As a College Community Fel Cymuned Coleg We are: Rydym Yn:

SAFE
DDIOGEL

<ul style="list-style-type: none"> Wearing our lanyards Following H&S guidance Displaying positive behaviours Listening Being polite Respecting others, college facilities and the environment Showing a culture of kindness Being inclusive Valuing each other Looking after ourselves and others Following college instructions/rules Reporting any concerns 	<ul style="list-style-type: none"> Gwisgo ein cordyn Yn dilyn arweiniad Iechyd a Diogelwch Arddangos ymddygiad positif Gwrando Bod yn gwrtais Parchu eraill, cyfleusterau'r coleg a'r amgylchedd Yn dangos diwylliant o garedigrwydd Bod yn gynhwysol Gwerthfawrogi ein gilydd Edrych ar ôl ein hunain ac eraill Dilyn cyfarwyddiadau/rheolau coleg Rhoi gwybod am unrhyw bryderon
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READY
BAROD

<ul style="list-style-type: none"> Being on time Being in the right place Having what I need to learn Being prepared for class Being ready to engage and work with others Showing an openness to learn 	<ul style="list-style-type: none"> Bod ar amser Bod yn y lle cywir Cael yr hyn sydd angen i mi ddysgu Bod yn barod ar gyfer y dosbarth Bod yn barod i ymgysylltu a gweithio gydag eraill Bod yn agored i ddysgu
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LEARNING
DYSGU

<ul style="list-style-type: none"> Engaging and contributing Taking notes Studying out of class Doing homework and assignments Actively listening and participating Not giving up Bouncing back from setbacks 	<ul style="list-style-type: none"> Ymgysylltu a chyfrannu Cymryd nodiadau Astudio y tu allan i'r dosbarth Gwneud gwaith cartref ac aseiniadau Gwrando a chymryd rhan yn weithredol Peidio rhoi'r ffidil yn y to Dod yn ôl yn dalog ar ôl rhwystrau
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