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Illuminate AP Positive Behaviour Policy

At **Illuminate AP**, we are committed to providing support, guidance, and a positive environment for young people who need help finding their way back into education, developing life skills, securing a safe and nurturing space, or gaining confidence in themselves. We aim to empower every young person with a tailored approach, celebrating each success, and ensuring they have a clear, achievable pathway forward.

Aims and Objectives of the Policy

Illuminate AP is dedicated to the emotional, mental health, and wellbeing of its staff, students, and Parents/Carers/Carers/carers. We strive to create an inclusive environment where all children and young people are supported. We model positive behaviour for our students, understanding that challenging behaviour is often a form of communication. Our approach to behaviour management is designed to support students without compromising our high expectations and standards.

The objectives of this policy are to:

- **Promote inclusion** for all students.
- **Boost self-esteem** and foster self-respect and respect for others.
- **Encourage responsibility** in students for their own behaviour.
- Develop students' **independence** and **self-regulation** skills.
- Enhance students' **interpersonal skills**.
- Provide a **consistent approach** to behaviour management.
- Outline both **positive behaviours** and **challenging behaviours**.
- Detail the **rewards and sanctions** within the provision.
- Foster **positive relationships** and **emotional wellbeing** among staff, students, and Parents/Carers/Carers/carers.
- Recognise the **individual life experiences** of each student, acknowledging how these shape their behaviour.
- Understand that **behaviour is a form of communication** and respond accordingly.

This policy should be read alongside other policies including, but not limited to:

- Anti-Bullying Policy
- Absconding Policy
- Code of Conduct
- Equality, Diversity, and Inclusion Policy
- Physical Intervention Policy
- Safeguarding Policy
- Social Media Policy
- Vaping Policy

Rights and Responsibilities

Illuminate AP acknowledges that all members of its community have rights and responsibilities.

Student Rights and Responsibilities

Students have the right to:

- Be valued as members of the provision community.
- Receive appropriate support and guidance.
- Have incidents of bullying addressed promptly and sympathetically.
- Be treated fairly, consistently, and with respect.
- Develop their skills across all areas of personal growth.
- Have access to adults they can talk to.
- Have their individual needs identified and addressed.
- Learn and grow in a safe and well-managed provision.

Students have the responsibility to:

- Arrive on time for their sessions.
- Respect the views, rights, and property of others.
- Cooperate with staff and seek help when needed.
- Take responsibility for their own behaviour.
- Behave safely inside and outside of the provision.
- Engage in activities to the best of their ability.
- Follow the routine and expectations of the provision.

Parent/Carer Rights and Responsibilities

Parents/Carers/Carers/Carers have the right to:

- A safe and well-managed provision for their child.
- Reasonable access to staff members.
- Have concerns and queries addressed promptly and sympathetically.
- Be informed about their child's progress, behaviour, and wellbeing.
- Be involved in key decisions regarding their child.
- A provision that is suitably resourced and well-maintained.

Parents/Carers/Carers/Carers have a responsibility to:

- Ensure their child attends regularly and on time.
- Ensure their child is collected at the end of the day.
- Be aware of provision policies and encourage children to abide by them.
- Show interest in their child's progress.
- Attend planned meetings.
- Provide the provision with all the necessary background information about their child and share any concerns or changes that impact their child.

Staff Rights and Responsibilities

Staff Rights

Staff at **Illuminate AP** have the right to:

- Work in an environment where common courtesies and social conventions are respected.
- Express their views on policies and procedures that impact their work.
- Access a structured career path and opportunities for professional development.
- Receive support and advice from senior colleagues and external agencies.
- Work in well-equipped, adequately resourced provision facilities.
- Be in an environment that is free from threats and danger.
- Receive emotional support to manage stress and secondary trauma.

Staff Responsibilities

Staff at **Illuminate AP** have the responsibility to:

- Maintain professional conduct at all times.
- Ensure that activities are well-prepared and utilise available resources.
- Show enthusiasm and engage positively with pupils.
- Foster positive relationships with their pupils.
- Value and respect pupils' contributions and views.
- Be aware of the **SEN Code of Practice** and **Keeping Children Safe in Education**.
- Share concerns with Parents/Carers/Carers and relevant professionals when appropriate.
- Pursue opportunities for professional development.
- Act in accordance with the company's code of conduct.
- Serve as positive role models for students.

Desirable Behaviours

At **Illuminate AP**, we encourage our young people to thrive by fostering an environment that promotes acceptable behaviour. This helps ensure that all students can reach their potential. With support and guidance from our staff, we expect young people to:

- Engage in activities to the best of their ability.
- Show respect for others' views, ideas, and property.
- Be courteous and well-mannered towards everyone.
- Cooperate with the adults supporting them.
- Understand and accept their rights and responsibilities.
- Treat everyone as they would wish to be treated.
- Respond positively to staff and guidance.
- Recognise that their experiences contribute to their unique story.

Behaviours that Challenge

We acknowledge that many young people face challenges, which may manifest in behaviours that are difficult for them and others. These behaviours may include, but are not limited to:

- Bullying or unkind behaviour.
- Aggressive or violent actions that harm others or damage property.
- Displaying a negative or disengaged approach to activities.
- Use of substances, including alcohol, drugs, tobacco, or vaping.
- Damaging or stealing property belonging to others or the provision.
- Use of abusive language.
- Absconding from the site.
- Verbal abuse or threatening behaviour.
- Extreme defiance and refusal to cooperate with staff.
- Sexual harassment or violence.
- Malicious allegations against staff members.

At **Illuminate AP**, we are committed to supporting students in regulating their behaviour, particularly those exhibiting challenging behaviours. We strive to provide guidance and support tailored to each student's individual needs, recognising that many have additional needs or complex life experiences.

Principles to Support Challenging Behaviours

Our staff at **Illuminate AP** employ specific principles in their day-to-day practice to support students exhibiting challenging behaviours. These principles include:

- **Empathy**
- **Connection**
- **Attunement**
- **Trust**
- **Co-regulation**

Use of PACE

Illuminate AP staff are dedicated to the emotional wellbeing of students and are trained in trauma-informed approaches, including the use of **PACE** (Playfulness, Acceptance, Curiosity, and Empathy). Rooted in trauma and attachment theory, PACE is a communication strategy that helps regulate and engage young people, supporting them in making the most of their time within the provision.

Rewards and Sanctions

Rewards

Staff at Illuminate AP are dedicated to boosting students' self-esteem and achievements through encouragement, praise, and positive affirmations. Each provision operates a reward scheme that is tailored to meet each pupil's individual outcomes.

Rewards are designed to acknowledge the contributions and achievements of pupils and are created with young people in mind. Students are encouraged to achieve their set goals and work towards targets that are specific, individual, and realistic. The type of reward offered to a student is adjusted according to age and accessibility.

Staff keep an accurate record of rewards given to each pupil to ensure that rewards are fair and proportionate.

Sanctions

At Illuminate AP, we are committed to maintaining a welcoming and safe environment for pupils. Our staff focus on restorative practices when managing behaviour that challenges. All members of staff play a key role in helping children and young people learn to regulate and understand their behaviours.

Senior staff and management are responsible for engaging with students' host schools and sharing any concerns regarding a child's behaviour. Host schools may choose to take further action in line with their own behaviour policy.

Illuminate AP does not have the authority to suspend or expel students. Any significant breaches of the policy will lead to consultation with the student's host school, and decisions around suspension or other sanctions will be made by the host school.

If a student exhibits behaviour that breaches Illuminate AP policies, such as vaping, using mobile phones inappropriately, or other challenging behaviours that cannot be regulated with support and cause harm or distress to themselves or others, the student's session may end early. In such cases, transportation home will be arranged, and discussions with the host school or commissioner will follow. Changes to the student's provision may be considered, and further sanctions may be agreed upon, in line with the host school's policies.

If a student is not making positive progress within the provision, discussions will take place with Parents/Carers/Carers, carers, and the host school to review the appropriateness of the placement. These cases may be referred to the emerging needs panel for further evaluation.

Use of Physical Restraint

At Illuminate AP, we always try to avoid physical interventions, using them only as a last resort in extreme situations. We provide a well-planned, differentiated curriculum to meet the needs of all pupils and maintain an effective positive behaviour policy.

Physical restraint is used only in situations of clear danger or extreme urgency, with the minimum force necessary to resolve the situation safely. Illuminate AP follows the PRICE (Protecting Rights in a Care Environment) principles:

- Always operate within a human rights and person-centred framework.
- Understand the needs of the individuals being supported.
- Prioritise the use of de-escalation and non-restrictive strategies.
- Only use restrictive techniques as a last resort.

- Use reflective practices to reduce the use of restraint and improve culture.

Searching and Confiscation

Illuminate AP follows the Department for Education's guidance on searching, screening, and confiscation (2022). Staff can search a pupil with their consent. If consent is not given, authorised staff have the statutory power to search students or their possessions if there are reasonable grounds to suspect they have prohibited items, such as:

- Knives or weapons
- Alcohol or illegal drugs
- Stolen items
- Tobacco, e-cigarettes, or vapes.
- Fireworks
- Pornographic images
- Any article likely to cause harm or damage property.

Prohibited items will be confiscated, and depending on the situation, the item may need to be surrendered to the police. Staff will record any search that takes place, and Parents/Carers/Carers will be informed as soon as possible. In some cases, screening with a hand-held metal detector may be used.

Substances

All substances, including alcohol, drugs, tobacco, and vaping products, are strictly prohibited at Illuminate AP. If a student is found in possession of any such substances, these items will be confiscated and not returned. Parents/Carers/Carers and host schools will be informed, and police involvement may be considered if necessary.

If there is concern that a student is under the influence of drugs or alcohol, Parents/Carers/Carers and host schools will be contacted, and appropriate precautions will be taken. First aid will be administered if needed, and any safeguarding concerns will be addressed in line with the safeguarding policy.

For additional information about vaping, please refer to the Vaping Policy. All Illuminate AP provisions are smoke-free, including vaping.

Mobile Phones

Students at **Illuminate AP** are permitted to bring mobile phones onto the premises, as many of our pupils rely on them for their journey to and from their provision. However, in line with government guidance, mobile phones and other personal devices must not be seen, heard, or used during the school day. This rule applies to everyone on the provision site, including staff, students, and visitors, with the exception of **Illuminate AP** work-issued mobile phones or tablets.

Mobile phones and tablets used for work purposes should not be used by students at any time and must be PIN-locked when not in use. These devices are the property of **illuminate AP** and do not belong to the individual to whom they are assigned.

Consistent breaches of the mobile phone policy will result in appropriate sanctions for both staff and students. For further details, please refer to the **Mobile Phone and Social Networking Policy**.

Pupils who Require Additional Support

At **illuminate AP**, we recognise that some students will require additional support. We are committed to working with these pupils and their families to identify any external services that may be available to support them. Senior management at **illuminate AP** will ensure representation at external meetings to advocate for our students and make sure their voices are heard.

By engaging with external agencies, we aim to offer a holistic support system to help children overcome barriers to learning and personal development.

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