

**2** s u c c e s s  
33 Newminster Road  
Morden  
Surrey  
SM4 6HJ  
Tel – 0208 687 0682

## Policy on the Promotion of Good Behaviour and Sanctions for Misbehaviour

All members of the R2S community, including pupils, staff, parents and apprentices, are expected to contribute to the creation of a stimulating and caring environment where learners are encouraged to realise their potential.

### The Pupil's Code of Conduct

#### We have the Right:

- to be able to study and learn effectively in both academic and co-curricular pursuits,
- to feel happy and safe in the R2S environment,
- to be able to express our opinions, and to be listened to.

#### We should show Respect:

- for fellow pupils, staff and visitors,
- for the R2S environment and all wildlife,
- for other people's property and privacy.

#### We have Responsibilities:

- to know and promote R2S rules,
- to work hard and encourage others to do the same,
- to be punctual,
- to help others and to respect their rights,
- to behave responsibly when representing R2S in the community,
- to be polite and cooperative.

We are each responsible for thinking through the implications of this Code of Conduct for ourselves. For example, to help others, we should be prepared to prevent or report bullying. To respect others, we should conduct ourselves sensibly and appropriately. In the centre, we should demonstrate considerate behaviour in corridors/main hall/classrooms and avoid public displays of affection or behaviour likely to cause embarrassment or offence. Respect for the R2S environment means we should keep it tidy and free from litter and damage.

#### Ground Rules:

- We have the right to learn in our sessions. We have the responsibility not to ridicule others for the way they learn and not to disturb the learning of other pupils.
- We have the right to be treated with respect by everyone at R2S. We have the responsibility to respect all others and their property within the classroom.
- We have the right to express relevant opinions and be heard. We have the responsibility to allow others to be heard.

At Road 2 Success, we are committed to creating a safe, respectful, and productive learning environment. All students are expected to follow the guidelines below to ensure a positive experience for themselves and others.



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**Respect and Behaviour**

- Treat staff, peers, and visitors with respect always.
- Follow instructions from staff promptly and politely.
- Disruptive, aggressive, or unsafe behaviour will not be tolerated and may result in removal from sessions or further action.

**Attendance and Punctuality**

- Arrive on time and attend all scheduled sessions.
- Inform staff in advance of any absence or lateness where possible.

**Mobile Phones – Three Strike Rule**

- Phones must be kept out of sight and not used during sessions unless explicitly permitted by staff.
- If a student is found using their phone:
- Strike 1: Verbal warning.
- Strike 2: Verbal warning and phone call home.
- Strike 3: Phone is confiscated until the end of the day or until lunch time if students are leaving site.
- If students refuse to hand phone over to staff, they will be sent home.

**Vape Policy**

- Vaping is strictly prohibited on site.
- If a student is found with a vape:
- It will be confiscated immediately.
- It will only be returned at the end of the day once a parent/carer has been contacted and confirmed it can be collected.

**Dress Code and Conduct**

- Wear appropriate clothing suitable for vocational training and respectful of others.
- Maintain good hygiene and present yourself professionally.

**Health and Safety**

- Follow all safety instructions, especially in practical sessions.
- Report any injuries, hazards, or concerns to staff immediately.

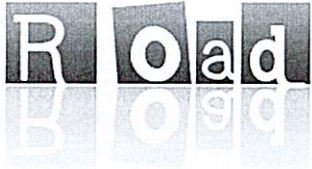
**Substance-Free Environment**

- The possession or use of drugs, alcohol, or illegal substances is strictly forbidden and will result in immediate disciplinary action.

**Discipline & Sanctions**

Pupils are expected to:	Sanctions that may help encourage good behaviour:	Staff are expected to:
Be punctual and fully prepared for all aspects of R2S and its duties.	Up to five minutes of verbal encouragement and correction.	Take attendance register promptly at 10am and check up on absentees as soon as possible.

	Further or repeated failure, pass on to 'floating' staff member.	
<p>Behave appropriately in sessions.</p> <p>This includes:</p> <ul style="list-style-type: none"> <li>- Being quiet when the tutor is speaking.</li> <li>- No swearing, spitting, vaping or sitting on phones during lesson time.</li> <li>- Making a good effort to engage with set work.</li> </ul>	<p>Unacceptable behaviour should be dealt with in the following order of increasing severity:</p> <ul style="list-style-type: none"> <li>- A reminder of the rules, particularly that which is being broken, followed by encouragement to continue with the task at hand.</li> <li>- Mild reproach – if appropriate suggest a move to another area of the site and set an individual task.</li> <li>- Continued disobedience - if not too disruptive, may be left to the end of the session when the pupil must be left in no doubt of the unacceptability of the behaviour and a warning/incident report should be given.</li> <li>- If the poor behaviour threatens the work of other learners, the pupil is warned that unless there is an immediate improvement then they will be sent to a senior member of staff.</li> <li>- A failure to report would increase the severity of the offence still further.</li> </ul>	<p>Be prompt, fully prepared with the first activity and aim to have the group doing something quickly.</p> <p>Deal with trouble as soon as it appears.</p> <p>Have a variety of activities available if one does not appear to be working.</p> <p>Not to use the ultimate sanction of sending a pupil to a senior colleague lightly. This should be rare occurrence and we will be expected to explain the approaches that were unsuccessful.</p>



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	<ul style="list-style-type: none"><li>- School/Centre will be informed as soon as possible.</li></ul>	
Behave responsibly and sensibly around R2S at all times. This includes keeping hands and feet to oneself, voices and language under control, walking and putting litter in the proper bins.	Failure to curb unreasonably boisterous or dangerous behaviour will usually result in some form of constructive service such as litter collection. More serious sanctions may, however, be appropriate.	Challenge and stop such behaviour. Report such behaviour to Senior staff.
Treat each other, staff and visitors with courtesy and respect. Take no part in bullying. Report any bullying to a member of staff.	Bullying will be dealt with in accordance with our <i>Prevention of Harassment and Bullying Policy</i> .	Be constantly on the lookout for any form of bullying. Be conversant with the R2S policy on bullying. Follow up vigorously any suggestions or indications of its occurrence.

Signed:

Date:

3.7.25