



SHIMNA

INTEGRATED COLLEGE

Positive Behaviour Policy

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1. Policy Statement

This policy sets out the College's whole-school approach to promoting positive behaviour, creating a safe, respectful and inclusive learning environment for all students and staff.

The policy aims to ensure consistency, clarity and fairness while supporting wellbeing, relationships, and high expectations.

2. Core Principles

- Every member of the school community is entitled to feel safe, respected and valued.
- Positive behaviour is best achieved through relationships, clarity and consistency.
- Restorative, educational responses to behaviour are prioritised over punitive measures.
- Staff model the behaviour we expect from students.
- Students are supported to develop self-regulation, responsibility and positive decision-making.

3. Roles and Responsibilities

This section outlines clear responsibilities to promote and maintain positive behaviour.

Students: Attend, engage, participate respectfully, follow instructions, and contribute positively.

Staff: Model positive behaviour, plan engaging lessons, apply expectations consistently, use restorative approaches.

Parents/Carers: Support attendance, behaviour expectations, school communication, and student wellbeing.

4. Our Behaviour Framework

The College uses a staged behaviour framework to ensure consistency and clarity across all settings.

Stage 1 – Classroom Strategies: reminders, seating adjustments, low-level interventions.

Stage 2 – Targeted Support: behaviour check-ins, short-term goals, restorative conversations.

Stage 3 – Formal Interventions: behaviour plans, meetings with parents/carers, mentoring.

Stage 4 – Serious Concerns: senior leadership involvement, risk assessments, suspension as last resort.

5. Promoting Positive Behaviour

We recognise and celebrate positive behaviour through:

- Achievement points and certificates
- Positive communication with home
- Recognition in assemblies and tutor time
- Celebrating effort, improvement and resilience

6. Rules and Expectations

Our expectations are clear, simple and apply at all times:

- Be Ready – equipped, punctual, prepared to learn
- Be Respectful – of staff, peers, environment and community
- Be Safe – act safely, follow instructions, care for yourself and others

7. Behaviour Beyond the Classroom

Expectations apply in corridors, social spaces, extracurricular activities and within the local community when representing the College. The College may take action in response to behaviour off-site when it impacts safety or reputation.

8. Responding to Behaviour Concerns

Responses are proportionate, consistent and educational. Staff use restorative conversations to repair relationships and support behaviour improvement.

Consequences may include time-out, loss of privileges, restorative tasks, behaviour contracts or parental meetings.

9. Suspensions and Expulsions

Suspension is used only when necessary to maintain safety and learning, in accordance with statutory guidance.

Expulsion may be recommended for repeated or serious breaches where all other interventions have been exhausted. (See Appendix 1)

10. Recording, Monitoring and Review

Behaviour incidents and achievements are recorded on the school system.

Regular monitoring allows early intervention and supports whole-school improvement.

This policy is reviewed annually or in response to statutory updates.

Approved by the Board of Governors

Date of Approval: April 2026

Appendix 1– Updated Scheme for the Suspension and Expulsion of Students

1. Introduction

The Board of Governors of Shimna Integrated College sets out the procedures to be followed in cases where the suspension or expulsion of a student is being considered. These procedures align with the guidance of the Education Authority (EA).

Definitions

Board of Governors refers to the governing body of Shimna Integrated College. School means Shimna Integrated College. Chair of the Board of Governors includes any governor acting in the Chair's place. Principal includes the Vice Principal or any designated member of staff acting on behalf of the Principal. Parent/carer includes any person with parental responsibility or care of the student under the Children (NI) Order 1995. References to a parent/carer also include the student themselves once aged 18 or above. A school day means any day on which school is open.

Legal and Policy Context

The Board of Governors recognises that parents/carers have the right to have their children educated according to their wishes where possible. Parents/carers have a duty to ensure regular attendance. Students should be kept informed and involved in decisions. The Board of Governors ensures good behaviour and discipline are promoted. The Principal must promote self-discipline, respect, anti-bullying and acceptable behaviour. The College complies with SENDO and must not discriminate against students with disabilities. Reasonable adjustments must be made where needed.

2. Suspensions

Steps before Suspension

Suspension will be considered only for serious or persistent breaches of conduct. The school will keep written records of incidents, interventions, and communication with parents/carers and the EA. Serious incidents will be fully investigated, and the student will have an opportunity to present their account. Precautionary suspensions are not permitted.

Instigating Suspension

The Principal or designated member of staff will notify parents/carers by telephone and then in writing by email. Written notification will include: the reason, duration, work arrangements, and an invitation to meet with the school. A copy will be sent to the Chair of Governors. The EA will be notified through the designated portal. Work will be provided and examinations protected where applicable.

Extension of Suspension

Where suspension is extended, the Principal will notify parents/carers by telephone and confirm by email. Written notice will include the reason and duration. The EA will again be notified. For suspensions lasting two weeks or more, a named member of staff will support reintegration.

3. Expulsions

The Board of Governors is the expelling authority. A student may be expelled only after a period of suspension and following consultation with the Principal, parents/carers, an EA officer and the Chair of Governors. Parents/carers have the right to appeal. Expulsion may occur for serious breaches or a single exceptional incident such as serious violence, sexual abuse, supplying illegal drugs, or carrying a weapon.

Steps Prior to an Expulsion

A consultative meeting will be held with required parties. At least five working days' email notice will be provided. Non-attendance by parents/carers does not halt the process. Minutes will be recorded. Parents/carers will be informed of the next steps and invited to attend the Board meeting if expulsion remains under consideration.

Procedure for Expulsion

The Principal, on behalf of the Board of Governors, will notify parents/carers by email of the decision and the reasons, along with next steps.

Right of Appeal

Parents/carers (or the student aged 18+) may appeal to the Independent Appeal Tribunal. The notification email will include the deadline (10 working days), instructions for appeal submission, and confirmation that a copy has been sent to the EA Education Welfare Service.