



Behaviour, Rewards & Sanctions Policy

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Document Quality Control

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Policy

1.0 Introduction

- 1.1 Cardiff Sixth Form College nurtures, demonstrates and delivers excellence. In all things, our expectations are the same: teaching, learning, pastoral care and personal standards are all expected to be of the highest standard and it is through those high standards that excellence is achieved and maintained.
- 1.2 Students are supported in becoming outstanding young people who will go on to make a valuable contribution to the world, who will achieve academic success and personal fulfilment by developing the skills, habits and personal high standards required to do so. These standards are demonstrated, modelled and rewarded by staff at the College. When necessary, they are also reinforced through fair, consistent and robust systems which are in place to support all students.
- 1.3 Our purpose is to ensure that all students learn, grow and develop within a safe, supportive and understanding environment. We recognise that in order to achieve that, we must, at all times, celebrate, praise and reinforce good behaviour, high standards and academic endeavour, which we refer to under the umbrella term, 'studentship'. Likewise, we regard it as our duty to challenge, correct and support students if their studentship falls below the expected standard.
- 1.4 This applies to all students at Cardiff Sixth Form College when under our duty-of-care and *may* also apply when not under our duty-of-care, if the actions of a student compromise the wellbeing or reputation of any member of the community, or the reputation of the College more widely.
- 1.5 All staff are in place to support the learning and well-being of the students. It follows, therefore, that all staff can expect to be always treated with respect and courtesy.
- 1.6 Support processes in the College are designed to guide students throughout their studies and life at the College and prepare them for life outside of the College community.
- 1.7 This policy should be read in conjunction with the College Safeguarding and Child Protection Policy, E-safety Policy, Substance Misuse Policy, Conducting a Search and Use of Physical Intervention Policy.
- 1.8 We follow all Welsh Government guidance on Behaviour & Discipline in Schools: <https://gov.wales/school-behaviour-and-discipline>; And the Welsh National Minimum Standards for Boarding Schools: <https://careinspectorate.wales/sites/default/files/2018-01/131009nmsboardingschoolsen.pdf>

2.0 The Role of Staff

- 2.1 Staff reward and reinforce excellent studentship through their own personal example and through the use of the procedures outlined in this policy.
- 2.2 **Senior Leaders** are responsible for setting the tone, leading the culture and ensuring that high standards are upheld and reinforced, throughout.

The Principal

Approves this policy;

Judges whether a student should be excluded (fixed-term or permanent).

Issues Principal's Awards;

Issues Principal's Sanctions.

Vice Principal

Oversees all aspects of this policy;

Judges whether a student should be formally warned;

Advises over whether a student should be excluded (fixed-term).

Issues College Awards;

Issues College Sanctions.

Senior Leaders

Ensure that this policy is understood and followed;

Advises whether a student should be formally warned.

Issue College Awards;

Issue College Sanctions.

- 2.3 **Middle Leaders** uphold the standards of the College within the area of the College they are responsible for.

Heads of Dept

Ensure that the standards within their department are exemplary;

Manage all aspects of academic discipline within their department;

Issue informal warnings;

Issue Department Awards;

Support their staff in fulfilling their role.

Heads of Houses & Deputy Director of Lower School

Ensure that the standards within their House/Year Groups are exemplary;

Are the first point of contact for students & parents;

Oversee, support and manage all aspects of behaviour;

Issue informal warnings;

Issue House Awards;

Issue Commendations;

Head of Boarding & Senior Houseparent's

Ensure that the standards within the Boarding Houses are exemplary;

Oversee, support and manage all aspects of behaviour within the boarding environment;

Issue Department Awards;

Issue Commendations;

Issue informal warnings;

Support their staff in fulfilling their role.

- 2.4 **All Staff** have a responsibility to reinforce, reward and demonstrate the standards outlined in this policy.

Teachers

Maintain excellent discipline;
Challenge poor standards and conduct, reporting issues as required;

Reward students for their studentship with House Points;
Issue informal warnings and other sanctions in line with this policy and departmental policies.

Support Staff

Maintain excellent discipline;
Challenge poor standards and conduct, reporting issues as required;

Reward students for their studentship with House Points;
Issue informal warnings and other sanctions in line with this policy.

Senior Houseparent's, Houseparent's, GRAs & SSOs

Maintain excellent discipline;
Challenge poor standards and conduct, reporting issues as required;

Rewards students for their studentship with House Points;
Issue informal warnings and other sanctions in line with this policy and boarding policies.

3.0 Studentship

3.1 Excellent studentship is demonstrated through the following habits and behaviours:

Personal Standards:	Academic Standards:
Uniform and equipment <i>Smart, well-presented and correct school uniform, at all times, with the correct equipment (e.g. laptop, tablet, pens, paper, files, textbook) necessary for effective learning,</i>	Engagement <i>Full focus in lessons and thorough commitment to homework and individual study</i>
Courtesy & Respect <i>Politeness, good manners and respect for all people, at all times</i>	Time-management <i>Commitment to all deadlines, forward planning and personal responsibility</i>
Speech <i>Respectful speech, using English, the common language of the College, clearly articulated and spoken in full sentences.</i>	Achievement <i>Focus on vital assessment points and on always achieving to the best of our ability</i>
Effort, endeavour & application <i>Resilience and determination at all times; willingness to explore and to challenge oneself; wholehearted commitment in all things.</i>	Responding to feedback & advice <i>Recognition that all advice is given to support us and to help us to improve</i>
Punctuality & attendance <i>Full attendance and a commitment to being in the right place at the right time.</i>	Continuous improvement <i>Belief that excellence is a journey of continuous improvement</i>
Leadership <i>Demonstrating the standards and behaviours we expect to see in others</i>	Intellectual development <i>Valuing intellectual acumen over purely academic achievement.</i>

3.2 At intermittent periods, students are graded on their overall studentship. These grades are shared with parents and guardians. The categories for grading are as follows:

Excellent	<i>A student who consistently displays all the standards of studentship.</i>
Good	<i>A student who displays most of the characteristics of studentship most of the time.</i>
Satisfactory	<i>A student who demonstrates many of the characteristics of studentship with occasional shortcomings</i>
Poor	<i>A student who displays some of the characteristics of studentship but not consistently.</i>

Unacceptable	<i>A student who fails to demonstrate basic levels of studentship.</i>
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4.0 Rewards

- 4.1 Core to our philosophy is that good studentship should be rewarded, praised and reinforced at all times.
- 4.2 Informal praise is a powerful tool, and congratulating, thanking and praising students is encouraged. Recognising effort, progress, endeavour and resilience is just as important as recognising achievement.
- 4.3 **Formal Rewards** are defined as follows:

Praise and recognition	Generally informal and regular but a member of staff can choose to attribute a House Point to a student for individual instances of excellent work, studentship or service.	1 House Point
Commendation	Formal recognition of excellence in terms of academic work, studentship or service, over time.	5 House Points
Department/ House Award	Formal award from an academic department or House for achievement, studentship or service.	10 House Points
College Award	Formal award from a Senior Leader for excellent studentship or academic performance.	20 House Points
Principal's Award	Formal award from the Principal for excellence in studentship, academic performance or sustained contribution to the College.	30 House Points

- 4.4 Rewards are given as follows:

Praise and recognition	<p>Generally informal, verbal praise – to be encouraged at all times.</p> <p>House points are given for:</p> <ul style="list-style-type: none"> A piece of classwork, homework or any other assignment which shows considerable effort, application and/or progress; A demonstration of studentship or a contribution to the House, Boarding House or College worthy of recognition 	<ul style="list-style-type: none"> The member of staff logs a Praise and Recognition note on ISAMS detailing the reason. This is visible to the student and parent.
Commendation	<p>Commendations, worth 5 House Points, are given for:</p> <ul style="list-style-type: none"> Sustained studentship and achievement A major contribution to the Department, House, Boarding House or College 	<ul style="list-style-type: none"> Awarded at the discretion of the individual staff
Department/ House Award	<p>Department or House Awards, worth 10 House Points are given for:</p> <ul style="list-style-type: none"> A major contribution to the Department, House or Boarding House which goes above and beyond 	<ul style="list-style-type: none"> Awarded at the discretion of the Head of Dept, HoB, SHP, ADLS or HoH. Noted on ISAMS for parental info.

College Award	<p>College Awards, worth 20 House Points are given for:</p> <ul style="list-style-type: none"> • Excellent achievement in an EP/mock exam cycle • Excellent studentship for two successive reporting cycles • At the discretion of SLT for significant contribution, achievement or instance of studentship. 	<ul style="list-style-type: none"> • Automatically attributed to students who achieve grades at a level agreed by the SLT • Awarded at the discretion of SLT. Noted on ISAMS and accompanied by a standard letter to parent, guardian and student
Principal's Award	<p>Principal's Awards, worth 30 House Points are given for:</p> <ul style="list-style-type: none"> • Exceptional achievement in a mock exam cycle • Exceptional studentship for two consecutive terms • At the discretion of the Principal for outstanding contribution, achievement or instance of studentship. 	<ul style="list-style-type: none"> • Automatically attributed to students who achieve grades at a level agreed by the Principal • Awarded at the discretion of the Principal. Noted on ISAMS and accompanied by a standard letter to parent, guardian and student

- 4.5 In addition, we celebrate achievement and contribution through assemblies and newsletters; at formal occasions including at our annual Cultural Event and Graduation Ceremony, where prizes are given to students for their outstanding contribution/ achievements.

5.0 Sanctions

- 5.1 We recognise that it is in the best interests of individual students and of the College community for poor studentship to be challenged and corrected.
- 5.2 Clear, consistent and supportive challenge is the responsibility of all staff who will reinforce standards by challenging poor studentship and then by proceeding through the processes outlined in this policy.
- 5.3 **Formal Sanctions** are defined as follows:

Correction and challenge	<p>Informal, respectful, clear and direct.</p> <p>A member of staff may choose to deduct a House Point from a student for defiance, rudeness or lack of effort.</p>	<p>Minus 1 House Point.</p> <p>Other appropriate sanctions include compulsory attendance at a support session(s) or departmental detention.</p>
Verbal Warning	<p>Clear warning from a member of staff that a student has knowingly and/or deliberately breached a school rule (category 1), despite previous correction.</p>	<p>Departmental detention (45 minutes)</p>
Formal Warning	<p>Clear warning, communicated directly to parents, that a student has deliberately and repeatedly breached a school rule, or has breached a significant school rule (category 2)</p>	<p>Saturday Detention (run by SLT).</p>
Fixed Term Exclusion	<p>Temporary removal from College accommodation and lessons for up to five consecutive school days following a major breach of school rules or repeated breaches of significant rules (category 2).</p> <p>Where the impact is judged to be low, category 3 breaches may result in a fixed-term exclusion.</p>	

Permanent Exclusion	Removal from Cardiff Sixth Form College. This could take place when a fixed-term exclusion has already been used or following a category 3 breach in school rules. UKVI informed.
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5.4 **Formal Sanctions** are given as follows:

Correction and challenge	If a member of staff feels the student's conduct warrants notification on ISAMS and the deduction of a House Point, they log it and the Head of House receives a notification for their information.
Verbal Warning	Having agreed with the Head of Department, HoB/SHP, ADLS or HoH, a member of staff can issue a verbal warning. The reason for the verbal warning must be made clear and must be understood by the student. This is logged on ISAMS and visible to parent, guardian and student. The student serves a detention run by the department issuing the verbal warning.
Formal Warning	Following investigation and consideration of mitigating or contributing factors, the Vice Principal may issue a formal warning. These are logged on ISAMS and followed up with a letter to parent/guardian, clarifying the reasons and informing them that a repeat of the behaviour/conduct is likely to result in a fixed-term exclusion. The student serves a Saturday Detention.
Fixed Term Exclusion	Following investigation and consideration of mitigating or contributing factors, the Principal may judge that a fixed term exclusion is appropriate to reinforce the College's values, enable 'cooling off' time and/or to enable space to continue to evaluate the impact of an incident. This will be communicated directly to parents from the Vice Principal once endorsed by the Principal. Guardians will take responsibility for the student during the period of the fixed-term exclusion. Any actions which are reportable under UK law will be referred to the appropriate authorities.
Permanent Exclusion	Following investigation and consideration of all factors, the Principal may judge that the student's behaviour is a significant breach of the terms & conditions of the college; shows no sign of improvement; has caused significant distress or potential harm to others; potentially or actually breaches the law and that the student should be permanently excluded from the college. Parents will be informed by the Principal and guardians will be responsible for the student. UKVI will be informed and other outside agencies, including the police, potential universities or schools, may also have to be informed.

5.5 Students and their parents have the right to appeal against temporary or permanent exclusion. They must do so, in writing, within 48 hours of the sanction being formally issued and can expect a response within 24 hours of receipt.

Fixed-Term Exclusion Appeal

This must be made in writing to the Vice Principal, within 48 hours of notification of the fixed term exclusion. The Vice Principal will respond within 24 hours to explain how the college will proceed. This may include further investigation, if required. The Principal will decide the outcome and communicate this to parents/guardians, informing them of their further options which may include making an official complaint. If a parent/guardian decides to make an official complaint without lodging an appeal, they will be directed to the complaints procedure.

Permanent Exclusion Appeal

This must be made in writing to the Principal, within 48 hours of notification of the permanent exclusion. The Principal will inform the Governors and respond within 24 hours to explain how the college will proceed. Following full investigation, the parent/guardian will receive a full

written outcome within 7 days of the first, initial response. They may then decide to proceed through the formal complaints procedure.

6.0 School rules

- 6.1 No list of rules is exhaustive and, in all instances, the context in which there is judged to be a breach will be taken into consideration
- 6.2 For ease of understanding, we loosely categorise the rules into three tiers:
- i. Category 1 rules
 - ii. Category 2 rules
 - iii. Category 3 rules
- 6.3 **Category 1** rules are essentially instances of poor studentship. The following list of examples is not exhaustive:
- Incorrect and/or untidy uniform
 - Not communicating in English (other than in private conversations in accommodation)
 - Lack of effort, application and focus
 - Lateness and poor organisation
 - Setting a poor example to others
 - Poor time-management and missed deadlines
 - Failing to respond to instructions or communications
 - Inappropriate or foul language
 - Unauthorised use of a mobile device
- 6.4 **Category 2** rules are breaches of trust, acts of defiance, significant breaches of the school rules, rudeness to staff, or any form of conduct which puts individuals at risk, reputationally, physically or emotionally. The following list of examples is not exhaustive:
- Repeated breaches of category 1 rules
 - Unkind behaviour towards others
 - Misuse of communications, verbally, written or online, including slander, foul or abusive language, intimidation or malicious gossip
 - Activity which could cause physical harm, including physical intimidation
 - Activity which could impact the wellbeing, learning or reputation of others
 - Activity which could impact the reputation of the college
 - Direct defiance, rudeness or discourtesy to staff
 - Unauthorised absence from lessons
 - Smoking/vaping (including e-cigarettes), drinking alcohol or being in possession of cigarettes, e-cigarettes or alcohol
 - Being off-site without permission, including after curfew
 - Attempts to circumvent processes for ensuring student whereabouts
 - Being in a location which is out of bounds (including failure to respect spaces designated as single-sex)
 - Academic misconduct, including cheating, plagiarism, copying, bribery or collusion
 - Inappropriate physical intimacy or sexual conduct
- 6.5 **Category 3** rules are major breaches which could include behaviour which is illegal (and reportable). The following list of examples is not exhaustive:

- Repeated breaches of category 2 rules
- Breaches of category 2 rules where the impact is judged to be severe
- Unfounded accusations against staff or other students which are deemed to be maliciously motivated or vexatious
- Deliberate attempts to do serious damage to the reputation of the College
- Use of illegal drugs
- Attempts to supply or trade alcohol, e-cigarettes, vapes or tobacco products
- Gambling
- Physical violence or intimidation
- Unwanted physical contact
- Sexual intimidation
- Theft
- Active discrimination against a person, persons or group on the grounds of a protected characteristic (including sex, gender, disability, race, nationality, ethnicity, religion, belief, sexual orientation)
- Any illegal activity whether or not whilst under our duty of care

- 6.6 When considering outcomes (sanctions) the college takes into consideration the impact of the action, the acceptance of responsibility and sincere contrition, the context in which the breach occurred, the wellbeing of all parties, and the overall conduct/studentship of the individual.
- 6.7 Behavioural issues and lapses in attendance/punctuality are always seen as an opportunity to support and offer appropriate intervention. Such issues are, in many cases, an indication that a student requires support and our first priority is to ensure that this is offered before we consider any sanctions. Similarly, any sanctions outlined in this policy may be reviewed subject to individual circumstances where a safeguarding need is evidenced.

7.0 School Uniform- Clarification

7.1 School Uniform:

- ✓ Black trousers or knee-length skirt
- ✓ White shirt, buttoned to the collar
- ✓ CSFC school tie
- ✓ CSFC school jumper
- ✓ Black/dark grey socks or black/skin-coloured tights
- ✓ CSFC coat or plain black coat with no insignia
- ✓ Black shoes (no trainers)
- ✓ Official CSFC PE kit for PE lessons (Y10-11)
- ✓ Students may wear modest make-up and jewellery
- ✓ The CSFC lanyard and ID card must be worn at all times

7.2 The following items are not allowed:

- ✗ Hooded tops or any pullover other than the official CSFC jumper
- ✗ Trainers
- ✗ Boots higher than the ankle
- ✗ Jeans
- ✗ Jogging/tracksuit bottoms
- ✗ Caps/hats

8.0 Mobile Phones

- 8.1 Mobile Phones are permitted as follows:
- ✓ Classrooms: Phones must be switched off or on silent and kept out of sight unless a member of staff has given express permission for learning use.
 - ✓ Break time: Phones may be used respectfully in social spaces.
 - ✓ Lunch time: Phones may be used respectfully in social spaces.
- 8.2 Mobile Phone use is prohibited as follows:
- ✗ In corridors and staircases: phones must not be used for health and safety reasons
 - ✗ During evacuation and lockdown procedures: phones must not be used for health and safety reasons
 - ✗ In toilets: the use of phones is strictly prohibited for privacy
- 8.3 Boarding staff may restrict phone usage at certain times to support sleep, wellbeing, and academic focus.
- 8.4 House Parents, in consultation with parents/guardians, reserve the right to request that phones be handed in overnight where there are concerns regarding screen time, wellbeing, or misuse.

9.0 Alcohol

- 9.1 Alcohol is a depressant drug, particularly when taken in large quantities. Even at low levels, the potential for serious accidents arises.
- 9.2 In line with UK alcohol licensing law, it is illegal if you are under 18:
- To buy or to attempt to buy alcohol
 - To drink alcohol in licensed premises (such as a pub or a restaurant)
 - In line with UK alcohol licensing law, it is illegal if you are over 18:
 - To supply, by sale or gift, alcohol to someone under the age of 18.
- 9.3 The College therefore aims to:
- Develop knowledge and understanding about alcohol as a drug and its effects on the body via its pastoral curriculum
 - Encourage sensible, appropriate and safe attitudes to alcohol consumption
 - Allow students to practise personal and social skills and the strategies needed to deal with situations where alcohol is present
 - Educate students as to the place of alcohol in the political, social and economic environment in which it exists.
- 9.4 Consuming or being in possession of alcohol is prohibited whenever under the duty-of-care of the College, including any on or off-site activity.
- 9.5 Occasionally, the College hosts events where students may consume a safe and limited amount of alcohol under the guidance of the College. At such times, the circumstances, rules and safeguarding procedures are explained to parents/guardians in advance who may withdraw consent.

- 9.6 Students found in possession of alcohol or using it, whilst under the duty-of-care of the College (as outlined in this policy) can expect to be sanctioned in line with the procedures outlined within the Behaviour, Rewards and Sanctions Policy.
- 9.7 No alcohol should be consumed by students on educational trips.
- 9.8 If the rules are broken, the College will apply sanctions in line with this policy. The house staff and SLT must be informed of any incident occurring on a trip.
- 9.9 Being over 18 on such trips does not exempt a student from college rules; nor does it negate our responsibilities for those students.
- 9.10 All staff must be alert to the risks posed by students visiting pubs and off-licences in town, or by asking older students to purchase alcohol for them, when on Leave and under the duty-of-care of the College. We must be exceptionally vigilant over students bringing alcohol back on site from home, shops or pubs. This is taken into consideration when trip risk assessments are carried out and students are carefully monitored by staff and room checks are undertaken, as necessary, to ensure that College policy is being adhered to. Where needed and necessary, the College procedure on conducting a search will be followed, as outlined in the College Conducting a Search and Use of Physical Intervention Policy.
- 9.11 Any student who has consumed alcohol will also be supported by the College and will be offered pastoral support via the College's health and wellbeing services.
- 9.12 Alcohol brought on to the site as a gift (or as a prize etc) should be declared and passed on to house staff for safe keeping.

10.0 Smoking and Vaping

- 10.1 It is the policy of Cardiff Sixth Form College to discourage smoking/vaping for health reasons. In addition, matters of fire safety, litter and expense combine to make this a habit that will not be tolerated amongst members of the College.
- 10.2 The College informs all its students about the dangers of smoking/vaping through its PSE programme and the college medical team will be available to make appointments with any students who wish to gain information and guidance regarding smoking cessation.
- 10.3 Parents of students who smoke/vape are also advised to arrange appointments for their children with a GP who will advise on how best to break the habit. The College will be happy to make similar arrangements for boarding students. In addition to this the College actively promotes awareness and information on both local and national external organisations is given to students.
- 10.4 Students discovered to be smoking/vaping, in possession of (e)cigarettes, purchasing (e)cigarettes for others or attempting to sell (e)cigarettes will be sanctioned in line with this policy.
- 10.5 Cardiff Sixth Form College treats e-cigarettes/vapes in the same way as conventional cigarettes. Smoking/vaping substances of any kind are not allowed in college buildings, boarding houses or whenever under the duty-of-care of the College. The same disciplinary sanctions will apply to students whether smoking/vaping or found in possession of cigarettes, e-cigarettes/vapes.
- 10.6 Clarification: A 'smoking offence' is defined as follows:
- Smoking/vaping

- Being in possession of smoking/vaping materials
- Being with others caught smoking
- Buying or attempting to purchase smoking/vaping materials
- Offering, selling or attempting to offer/sell smoking/vaping materials

11.0 Drugs

- 11.1 Under the Misuses of Drugs Act 1971, it is generally illegal to possess or supply a drug covered by the Act, unless authorised (e.g. possessing drugs prescribed for personal medical use). Solvents are dangerous substances as well. Under the Intoxicating Substances (Supply) Act 1965, it is illegal for anyone to supply or offer to supply a substance if they know or believe that the substance being supplied will be inhaled by a person under 18 for the purpose of intoxication. Paradoxically it is not actually an offence to inhale solvents for the purpose of intoxication. However, the police are normally able to deal with such persons under public order provisions.
- 11.2 Cardiff Sixth Form College aims:
- To ensure that it is free from illegal drugs (and solvents)
 - To educate students on the effects of drugs (and solvents) on the mind and body through the PSE programme, guest speakers and through the college medical team
 - To provide opportunities for students to practise the personal and social skills and the strategies needed to deal with situations involving drugs
 - To promote the individual's self-confidence, self-esteem and self-worth, the better to resist the temptation of drug use.
 - To explain the legal situation regarding the use and misuse of drugs
 - To enable young people to identify sources of appropriate personal support
 - To enable parents to acquire knowledge and support
- 11.3 Any student involved in consuming, possessing or distributing illegal drugs when under the College's duty-of-care can expect to be permanently excluded from College and the police informed.
- 11.4 In addition, where it has been brought to the attention of the Principal that a student has been formally cautioned by the police for the possession of an illegal drug when not under the duty-of-care of the College, the College reserves the right to sanction the student which may include permanent exclusion.
- 11.5 College staff are aware of issues surrounding county lines and information and guidance on county lines, including links to the All Wales Practice Guide on Child Criminal Exploitation can be found on the staff safeguarding website
- 11.6 If any student is found in possession of a suspicious substance or item, it will be taken from them. Measures on conducting a search can be found within the College's Conducting a Search and Use

of Physical Intervention Policy. The substance will then be gathered in an evidence bag and will be taken immediately to a member of SLT and/or Head of Boarding.

- 11.7 A report will be completed by the staff member who initially dealt with the student and submitted to the DSP. The student will be isolated immediately and their parents contacted.
- 11.8 The Principal, Vice Principal and DSP will be informed immediately. The student will then be interviewed by the Vice Principal or their delegate. The nature of the substance will be investigated and the illegal drug can be handed over to the police who may wish to take further action/and or involve drug testing agencies.
- 11.9 The Vice Principal or nominated member of SLT will inform the Principal of the facts, evidence and any other disclosures in order for a decision to be made as to next steps.
- 11.10 Where there is concern about a student regarding the misuse of drugs, the college may suggest to parents/guardians that a drug test is carried out.
- 11.11 Should this be the case, then full consultation and agreement from parents/guardians and the student/s concerned will be carried out. Refusal to consent to a drug test may count against a student when deciding a disciplinary outcome.

12.0 Sexual Relations

- 12.1 The College encourages positive and friendly relationships between students but it has a responsibility to draw the line at sexual relationships between the students under its duty of care. The college has a duty to educate students on Sex Education in light of Relationships and Sexual Education frameworks to prepare them for their life outside of College. As such, group sessions on these topics are carried out and are overseen by the college medical team. Please refer to the PSE and RSE Policies for further information on this.
- 12.2 The law does not permit sexual intercourse in which one or both partners is under the age of 16; the College rules go further.
- 12.3 Any sexual activity between students of whatever age, either on College premises or when under the duty of care of the College, will be treated as a Category 2 or Category 3 offence – this to be determined by the Principal.
- 12.4 The welfare of both parties will be the immediate priority, and the Medical Centre will offer support to the students concerned.
- 12.5 Sexual violence and sexual harassment between students is taken extremely seriously, and any concerns regarding safeguarding of students with regards to sexual relations should be referred immediately to the Designated Safeguarding Person in line with the College Child Protection and Safeguarding Policy and Peer on Peer Abuse Policy.
- 12.6 If there is evidence or concern of peer-on-peer abuse, physical or sexual abuse or FGM then staff and students must follow the full procedures for these as outlined in the Safeguarding and Child Protection Policy and the Peer-on-Peer Abuse Policy.