

## **Behaviour Policy, March 2026**

### **Why we have a behaviour policy**

This Behaviour Policy is there to make sure everyone who takes part in HOBY UK's activities knows what is expected of them and feels safe, respected and valued.

HOBY UK must make sure that everyone taking part in our activities has seen, understood and agreed to follow the code of behaviour, and that they understand what will happen if there is inappropriate behaviour.

We expect people who take part in our services to display appropriate behaviour at all times. This includes behaviour that takes place outside our organisation and behaviour that takes place online.

### **This code of behaviour aims to:**

- 👉 Identify acceptable and unacceptable behaviour
- 👉 Encourage cooperation, honesty, fairness and respect
- 👉 Create an environment where your self-esteem, self-respect and self-confidence will grow
- 👉 Encourage you to recognise and respect the rights of others
- 👉 Encourage you to take responsibility for your own behaviour
- 👉 Help resolve conflicts and make it clear what will happen if you decide not to follow the code.
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### **What we expect from our students**

HOBY UK staff are responsible for the safety and well-being of all delegates and will act 'in loco parentis'.

We therefore expect our students to agree to:

- 👉 Respect and co-operate with the staff.
- 👉 Respect other delegates regardless of age, disability, gender, racial heritage, religious belief, sexual orientation or identity, and refrain from any behaviour which might cause harm or distress.
- 👉 Dress appropriately
- 👉 Adhere to the Mobile Phone policy at all times.
- 👉 Wear an ID badge at all times.
- 👉 Be punctual at all times, for meals and meeting, etc.
- 👉 Bring a pen and my HOBY Programme to all Group Times and Lectures.
- 👉 Respect guest speakers and presenters by remaining attentive and courteous.
- 👉 Behave quietly and sensibly in the shared spaces on the university campus to avoid inconvenience to other guests.
- 👉 Comply with safeguarding rules by allowing visitors into my room only at designated times and only of the same sex.
- 👉 After 'lights out', remain in my room until the next morning unless there is an emergency.
- 👉 Refrain from smoking or vaping anywhere on the campus.
- 👉 Not consume or purchase alcohol or illegal drugs.

### **What happens if I do not to follow the code of behaviour?**

This code of behaviour is part of our process for making sure everyone who takes part in our activities gets the support they need.

### **Minor or first-time incident - Informal Warning**

If you behave in a way that does not follow our behaviour code, our Behaviour Management Team will remind you about it and ask you to change your behaviour.

This gives you the chance to think and to plan how you could behave differently, with support from the Behaviour Management Team.

At this time your school or parents/carer will not be informed of this incident but a record of the conversation will be made.

### **Formal Warning**

If you continue not to follow the code of behaviour after your first reminder, or if your behaviour is more serious, you will be given a formal warning by the Behaviour Management Team.

They will make a record about what happened and inform your school and parents or carers that we have issued a Formal Warning. They will also talk with you about what happened and agree what support you need to improve your behaviour in the future.

They might also decide that further steps should be taken, such as restricting you from taking part in some activities.

You will also be advised that if there is a further incident your school and your parents/carer will be asked to arrange for you to be returned home.

### **Removal from Seminar**

If you continue to behave contrary to the behaviour code, your school and your parents/carer will be asked to arrange for your return home.

### **Child protection procedures**

If any member of staff or volunteer becomes concerned that your behaviour suggests you might be in need of protection or that you might present a risk of harm to other children and young people, they will follow our child protection procedures. This might involve making a referral to the local authority.

If child protection procedures are necessary we will talk this through with you and your parents as soon as possible, unless doing so would put you in danger or interfere with a police investigation.

### **The role of parents and carers**

We see parents and carers as important in encouraging positive behaviour and will involve them as appropriate.



We will always inform and involve your parents or carers if you receive a formal warning about your behaviour, unless doing so would put you in danger.

We are asking you to sign, where indicated below, to acknowledge you have read and understood this policy.

The students are also required to do the same.

This policy was amended on 11th March 2026

It will be reviewed annually

Signed: 

John Sharples  
Acting Chair of Trustees

Name of Student:

School Attended:

I acknowledge I have read and understood this policy, and the sanctions included therein.

Signed: Parent/Carer \_\_\_\_\_

Print Name \_\_\_\_\_

Signed Student \_\_\_\_\_

Print Name \_\_\_\_\_

Date \_\_\_\_\_