

Behaviour policy and statement of behaviour principles

Royal Navy Recognised Sea Scouts

Issue 1



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1. Aims

This policy aims to:

- Create a positive culture that promotes excellent behaviour, ensuring that all young people have the opportunity to learn and have fun in a calm, safe and supportive environment
- Establish a whole-organisation approach to maintaining high standards of behaviour that reflect the values of Scouting when working on host bases and with activity providers
- Outline the expectations and consequences of behaviour
- Provide a consistent approach to behaviour management that is applied equally to all young people and adults
- Define what we consider to be unacceptable behaviour, including bullying, inappropriate use of social media and technology and discrimination
- to provide the background for the young person focused code of conduct
- give insight to how the yellow card and other cards will be used - these take precedence

2. Legislation, statutory requirements and statutory guidance

This policy is based on legislation and advice from the Department for Education (DfE) on:

- [Behaviour in organisations: advice for headteachers and organisation leaders 2022](#)
 - [Searching, screening and confiscation: advice for organisations 2022](#)
 - [The Equality Act 2010](#)
 - [Keeping Children Safe in Education](#)
 - [Suspension and permanent exclusion from maintained organisations, academies and young person referral units in England, including young person movement 2023](#)
 - [Use of reasonable force in organisations](#)
 - [Supporting young people with medical conditions at organisation](#)
 - [Special Educational Needs and Disability \(SEND\) Code of Practice](#)
 - [Scout Yellow Card](#)
 - [Scout Green Card](#)
 - [Scout Orange Card](#)
 - [Scout Purple Card](#)
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3. Definitions and scout association references

Misbehaviour is defined as:

- Disruption to sessions, in scouting venues, host locations or accommodation, and during free time
- Poor attitude
- Disrespect towards others including other youth, volunteers, adults or members of the public and our hosts and activity providers

Serious misbehaviour is defined as:

- Repeated breaches of the rules
- Any form of bullying
- Vandalism
- Theft
- Fighting
- Smoking / Vaping
- Racist, sexist, homophobic or discriminatory behaviour
- Possession and use of any prohibited items. These are:
 - Knives or weapons
 - Alcohol
 - Illegal drugs
 - Stolen items
 - Tobacco and cigarette papers
 - E-cigarettes or vapes
 - Fireworks
 - Pornographic images
 - Any article a leader or volunteer member reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the young person)
- Sexual violence, such as rape, assault by penetration, or sexual assault (intentional sexual touching without consent)
- Sexual harassment, meaning unwanted conduct of a sexual nature, such as:
 - Sexual comments
 - Sexual jokes or taunting
 - Physical behaviour such as interfering with clothes
 - Online sexual harassment, such as unwanted sexual comments and messages (including on social media), sharing of nude or semi-nude images and/or videos, or sharing of unwanted explicit content

4. Bullying

Bullying is defined as the repetitive, intentional harming of 1 person or group by another person or group, where the relationship involves an imbalance of power.

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against

Responding and Recording

- The RN Sea Scout Team will create a safe and open space for all individuals. This includes developing professional relationships with young people and one another, in turn allowing young people, adults and parents to report or disclose information.
- When reports or disclosures are made the management team alongside the divisional team will record information accurately. When directed, team members will seek information from witnesses (if appropriate) and statements from those involved.
- If reports and disclosures are from events outside of the organisation's camps and remit. The information will be passed on to relevant individuals or agencies e.g. scout leader, safeguarding services.
- All reports and incidents are recorded and kept for at least 3 years.

Bullying can include (but not limited to):

TYPE OF BULLYING	DEFINITION
Emotional	Being unfriendly, excluding, tormenting
Physical	Hitting, kicking, pushing, taking another's belongings, any use of violence
Prejudice-based and discriminatory, including: <ul style="list-style-type: none">• Racial• Faith-based• Gendered (sexist)• Homophobic/biphobic• Transphobic• Disability-based	Taunts, gestures, graffiti or physical abuse focused on a particular characteristic (e.g. gender, race, sexuality)
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing
Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps, gaming sites, devices or via images, audio, video, or written content generated by artificial intelligence (AI)

5. Roles and responsibilities

5.1 Admiral Lord Nelson Scout Active Support Unit Management Team

The management team is responsible for:

- Reviewing and approving this behaviour policy
- Ensuring that the organisation environment encourages positive behaviour
- Ensuring that adult members deal effectively with poor behaviour
- Ensuring that our members operate inline with the Scout Yellow Card Policy
- Monitoring how adult members implement this policy to ensure rewards and sanctions are applied consistently to all groups of young people
- Ensuring that all leaders understand the behavioural expectations and the importance of maintaining them
- Offering appropriate support in behaviour management, and the impact of special educational needs and disabilities (SEND) and mental health needs on behaviour, to any leaders who require it, so they can fulfil their duties set out in this policy
- Ensuring this policy works alongside the Scout Safeguarding Policy and Safeguarding Code of Conduct to offer young people both sanctions and support when necessary and other scouting policies

5.2 Leaders and Activity Instructors

Leaders and Instructors are responsible for:

- Creating a calm and safe environment for young people
- Operating inline with the Scout Yellow Card
- Operating inline with the Scout Orange Card when interacting with young leaders.
- Establishing and maintaining clear boundaries of acceptable young person behaviour
- Implementing the behaviour policy consistently
- Communicating the organisation's expectations, routines, values and standards through teaching behaviour and in every interaction with young people
- Modelling expected behaviour and positive relationships
- Providing a personalised approach to the specific behavioural needs of particular young people
- Considering the impact of their own behaviour on the organisation culture and how they can uphold organisation rules and expectations
- Recording behaviour incidents promptly (see appendix 3 for a behaviour log)
- Challenging young people to meet the organisation's expectations

The management team will support leaders in responding to behaviour incidents.

5.3 Young people

Young people will be made aware of the following during their induction into the behaviour culture:

- The expected standard of behaviour they should be displaying at organisation
- That they have a duty to follow the behaviour policy
- The organisation's key rules and routines
- The rewards they can earn for meeting the behaviour standards, and the consequences they will face if they don't meet the standards

- The pastoral support that is available to them to help them meet the behaviour standards

Young people will be supported to meet the behaviour standards and will be provided with repeated induction sessions wherever appropriate.

Young people will be supported to develop an understanding of the organisation's behaviour policy and wider culture.

Young people will be asked to give feedback on their experience of the behaviour culture to support the evaluation, improvement and implementation of the behaviour policy.

Extra support and induction will be provided for young people who are mid-phase arrivals.

5.4 Mobile phones

- Young people are allowed to have mobile phones with them on-site, but mobile phones and electronic devices will be collected at the beginning of camp and only be returned at designated times (returning of mobile phones can be approved at the discretion of the management team.)
- There are any plans in place to mitigate the risks of distraction, disruption, bullying and abuse
- There is a particular area where phones should be stored during the organisation day
- Young people can turn their phones on once they have been returned during designated times (if appropriate)
- There will be exceptions to the rules for medical or personal reasons
- Liability is an issue, in case of loss or damage

6. Responding to behaviour

6.1 Activity management

Teaching and support leaders are responsible for setting the tone and context for positive behaviour within the organisation.

The points below are suggestions only and should be adapted to suit your organisation's specific circumstances.

They will:

- Create and maintain a stimulating environment that encourages young people to be engaged
- Display the behaviour curriculum or their own activity rules
- Develop a positive relationship with young people, which may include:
 - o Greeting young people in the morning/at the start of activities
 - o Establishing clear routines
 - o Communicating expectations of behaviour in ways other than verbally
 - o Highlighting and promoting good behaviour
 - o Concluding the day positively and starting the next day afresh
 - o Having a plan for dealing with low-level disruption
 - o Using positive reinforcement

6.2 Safeguarding

The organisation recognises that changes in behaviour may be an indicator that a young person is in need of help or protection.

We will consider whether a young person's misbehaviour may be linked to them suffering, or being likely to suffer, significant harm.

Where this may be the case, we will follow our child protection and safeguarding policy, and consider whether pastoral support, an early help intervention or a referral to children's social care is appropriate.

Please refer to our child protection and safeguarding policy for more information visit the Scouting Association website or speak to the management team and see the yellow card and childline poster

6.3 Responding to good behaviour

When a young person's behaviour meets or goes above and beyond the expected behaviour standard, leaders will recognise it with positive recognition and reward. This provides an opportunity for all leaders to reinforce the organisation's culture and ethos.

Positive reinforcements and rewards will be applied clearly and fairly to reinforce the routines, expectations and norms of the organisation's behaviour culture.

Positive behaviour will be rewarded with:

- Verbal praise
- Communicating praise to parents/carers via a phone call or written correspondence
- Certificates, prize ceremonies
- Positions of responsibility, such as prefect status or being entrusted with a particular decision or project
- Whole-division rewards, such as a popular activity

6.4 Responding to misbehaviour

When a young person's behaviour falls below the standard that can reasonably be expected of them, leaders will respond in order to restore a calm and safe learning environment, and to prevent recurrence of misbehaviour.

Leaders will endeavour to create a predictable environment by always challenging behaviour that falls short of the standards, and by responding in a consistent, fair and proportionate manner, so young people know with certainty that misbehaviour will always be addressed.

De-escalation techniques can be used to help prevent further behaviour issues arising, such as the use of pre-arranged scripts and phrases.

All young people will be treated equitably under the policy, with any factors that contributed to the behavioural incident identified and taken into account.

When giving behaviour sanctions, leaders will also consider what support could be offered to a young person to help them to meet behaviour standards in the future.

The organisation may use 1 or more of the following sanctions in response to unacceptable behaviour:

- Remain calm and positive whilst focusing on behaviours they are doing well.
- A verbal reprimand and reminder of the expectations of behaviour
- Removal of the young person from the activity for a short period of time
- organisation-based community service, such as tidying a activity
- Referring the young person to a senior member of leaders
- Phone call home to parents/carers
- Putting a young person on a behaviour action plan (where appropriate)

- Removal of the young person from the activity until appropriate to join back in
- Permanent exclusion, in the most serious of circumstances (e.g. sent home from camp)

Personal circumstances of the young person will be taken into account when choosing sanctions and decisions will be made on a case-by-case basis, but with regard to the impact on perceived fairness.

6.5 Confiscation and searching

Searching and confiscation is conducted in line with the DfE's [latest guidance on searching, screening and confiscation](#).

Confiscation

Any prohibited items (listed in section 3) found in a young person's possession as a result of a search will be confiscated. These items will not be returned to the young person until they leave camp and may be returned to their parents via a leader.

We will also confiscate any item that is harmful or detrimental to organisation discipline. These items will be returned to young people after discussion with senior leaders and parents/carers, if appropriate.

Searching young people' possessions

Possessions means any items that the young person has or appears to have control of, including:

- Possessions
- Lockers
- Bags

A young person's possessions can be searched for any item if the young person agrees to the search. If the young person does not agree to the search, leaders can still carry out a search for prohibited items (listed in section 3) and items identified in the organisation rules.

An authorised member of leaders can search a young person's possessions when the young person and another member of leaders are present.

If there is a serious risk of harm if the search is not conducted immediately, or it is not reasonably practicable to summon another member of leaders, the search can be carried out by a single authorised member of leaders.

Informing parents/carers

Parents/carers will always be informed of any search for a prohibited item (listed in section 3). A member of leaders will tell the parents/carers as soon as is reasonably practicable:

- What happened
- What was found, if anything
- What has been confiscated, if anything
- What action the organisation has taken, including any sanctions that have been applied to their child

Who will be present

One of these must be the appropriate adult, except if:

- The young person explicitly states in the presence of an appropriate adult that they do not want an appropriate adult to be present during the search, **and**
- The appropriate adult agrees

No more than 2 people other than the young person and appropriate adult will be present, except in the most exceptional circumstances.

The appropriate adult will:

- Act to safeguard the rights, entitlements and welfare of the young person

- Not be a police officer or otherwise associated with the police
- Not be the Camp Manager/SASU Manager

6.6 Suspected criminal behaviour

If a young person is suspected of criminal behaviour, the organisation will make an initial assessment of whether to report the incident to the police.

When establishing the facts, the organisation will endeavour to preserve any relevant evidence to hand over to the police.

If a decision is made to report the matter to the police, the Camp Manager and/or SASU Manager will make the report and advise base security as needed.

The organisation will not interfere with any police action taken. However, the organisation may continue to follow its own investigation procedure and enforce sanctions, as long as it does not conflict with police action.

If a report to the police is made, the designated safeguarding lead (DSL) will make a tandem report to children's social care, if appropriate.

7. Serious sanctions

7.1 Removal from activities

In response to serious or persistent breaches of this policy, the organisation may remove the young person from the activity for a limited time.

Young people who have been removed will continue to receive education under the supervision of a member of leaders which is meaningful, but it may differ from the mainstream curriculum.

Removal is a serious sanction and will only be used in response to serious misbehaviour. Leaders will only remove young people from the activity once other behavioural strategies have been attempted, unless the behaviour is so extreme as to warrant immediate removal.

Removal can be used to:

- Restore order if the young person is being unreasonably disruptive
- Maintain the safety of all young people
- Allow the disruptive young person to continue their learning in a managed environment
- Allow the disruptive young person to regain calm in a safe space

Young people who have been removed from the activity are supervised by the Divisional Officer, and will be removed for a maximum of 20 minutes. Where removal is required again the management team can decide if

Young people will not be removed from activities for prolonged periods of time without the explicit agreement from the camp management team.

Young people should be reintegrated into the activity as soon as appropriate and safe to do so. The organisation will consider what support is needed to help a young person successfully reintegrate into the activity and meet the expected standards of behaviour.

7.2 Permanent exclusion from an event

The organisation can use permanent exclusion in response to serious incidents or in response to persistent poor behaviour which has not improved following in-organisation sanctions and interventions. Which would result in being sent home from camp.

The decision to suspend or exclude will be made by the Camp Manager and only as a last resort.

8. Active Monitoring arrangements

8.1 Monitoring and evaluating behaviour

The organisation will collect data on the following:

- Behavioural incidents, including removal from the activity
- Attendance, permanent exclusions and suspensions
- Use of young person support units, off-site directions and managed moves
- Incidents of searching, screening and confiscation

8.2 Monitoring this policy

This behaviour policy will be reviewed by the SASU Manager and camp organising teams before each camp.