

BEING WORK READY

A young woman with brown hair, wearing a light blue shirt, is focused on writing in a notebook. She is holding a silver pen. In the background, other students in similar blue shirts are seated at desks, slightly out of focus, in a bright classroom with large windows.

**A Student handbook
to Behaviour &
Culture at the UTC**

Achievement CARE Excellence

9 WAYS TO *Succeed*

Enter lessons
calmly

Sit where you
are asked to
sit

Complete the
Knowledge
Recall

Be engaged
with your
learning

Be
KIND

Wear the
correct
uniform

Be on time
to school
and lesson

Have
respectful
conversations

Full
attention when
the teacher is
speaking.

Introduction

At Energy Coast UTC, we are committed to providing an ambitious, inclusive and supportive learning environment where every student can achieve their full potential. Through our specialist curriculum and strong employer partnerships, we prepare young people for successful futures in higher education, apprenticeships and employment. We have high expectations of all students and expect them to be fully engaged in their learning, demonstrating the professionalism, respect and responsibility required in both education and the workplace.

We recognise that some students may need additional guidance and support to meet these expectations, and we are committed to helping every student succeed. Our behaviour system is designed to create a calm, purposeful and disruption-free learning environment where all students can thrive. It reflects our UTC values of ambition, respect, resilience and professionalism, ensuring that every student is equipped with the behaviours and attitudes needed for success in learning, employment and life.

Our behaviour expectations and systems are rooted in the Energy Coast UTC values and our commitment to developing work-ready, responsible and successful young people.

Achievement in academic and destination.

- Set high expectations of ourselves to achieve the best we can.
- Show resilience and determination when faced with challenges setbacks.

Care for students, staff and the greater community beyond Energy Coast UTC

- Be kind to each other, have self-respect and show this for others.
- Help and support others when they need it.

Excellence in personal integrity, punctuality, manners, honesty, dress and standards.

- We arrive on time, fully prepared and ready to learn, recognising that reliability is a key characteristic of successful professionals.
- We demonstrate honesty, respect and responsibility in everything we do, making the right choices even when no one is watching.
- We take ownership of our actions, accept responsibility for mistakes and learn from them to continuously improve.

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STEPS

How do we have respectful conversations?

S

Sir, Miss etc. every single time, no exceptions. Setting the standard for Achievement, Care and Excellence in all we do.

T

Thank you – every time someone does something for us. A simple way of demonstrating care for those around us."

E

Excuse me – every time you need to enquire or get attention, then wait patiently. A simple habit that demonstrates excellence in all we do

P

Please – every time you ask for something. Small actions that contribute to achievement and success

S

Sorry – every time we make a mistake, we own it. This includes teachers too. Caring enough to acknowledge our mistakes and put things right

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Positive Reinforcement

At Energy Coast UTC, positive reinforcement is at the heart of our behaviour culture through a clear focus on “catching students being good.” Staff actively recognise and celebrate positive behaviours, effort, attendance, kindness, resilience and academic achievement through a wide range of rewards.

Skillsbuilder achievement points contribute to weekly and monthly recognition, including Student of the Week, Stars of the Month, and membership of the prestigious Platinum Club. Students can also spend earned points in the Reward Shop, which opens at the end of each half term, providing a tangible reward for consistently demonstrating our achievement, care and excellence.

We believe that recognition is most powerful when it is timely and meaningful. Staff celebrate success through end-of-week rewards, praise postcards, and positive phone calls home, ensuring that families share in students’ achievements. Monthly reward league tables, the Wheel of Happiness, and regular recognition events help create a positive atmosphere where success is visible and celebrated.

By consistently noticing and rewarding the behaviours we want to see, we motivate students to aim high, make positive choices, and contribute to a culture where everyone feels valued and encouraged to succeed.

Clear and Consistent Consequences

At Energy Coast UTC, we have high expectations for all students, reflecting the standards required in education, employment and industry. When students do not meet these expectations. Staff will implement a structured and consistent response to support positive behaviour and maintain a calm learning environment.

If a student fails to meet the UTC's expectations for achievement, care and excellence, they may be removed from the lesson and directed to a good Neighbour or Reflection. During reflection, students will work with staff to reflect on the incident, identify any underlying causes and agree the most appropriate next steps. These may include:

- Time in Restorative
- Detentions
- Behaviour support plans
- Restorative conversations
- Tailored interventions and additional support

Where a student repeatedly disrupts learning, fails to follow staff instructions, or does not engage positively with support strategies, further sanctions may be applied, including suspension where appropriate.

The UTC may also require parents/carers to attend meetings with key staff to discuss concerns and agree strategies to support improved behaviour, attendance and engagement.

Our approach is based on accountability, support and restoration. Students are encouraged to reflect on their actions, repair relationships where appropriate, and develop the professional behaviours expected of successful learners and future employees.

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School Uniform

At Energy Coast UTC, we believe that professional dress and presentation are important in preparing students for the workplace and helping them develop a sense of pride in their school. Our uniform and Personal Protective Equipment (PPE) requirements reflect the standards expected by employers in industry.

Students are expected to wear the correct UTC uniform and any required PPE at all times. This includes appropriate footwear and clothing. Students who arrive without the correct uniform or PPE will be withdrawn from lessons to resolve the issues and will receive further sanctions if concerns persist.

We recognise that, in a small number of cases, reasonable adaptations may be required. Where this is necessary, arrangements will be agreed with the relevant Pastoral Leader, SENDCo and parents/carers. For full details, please refer to the UTC Uniform Policy

The role of Teachers and Staff

Our staff are committed to creating a positive, purposeful and industry-focused learning environment where all students can thrive, we expect our teachers to 'catch them being good'

- Teachers will apply the UTC Expectations consistently, build positive relationships with students, maintain high standards of behaviour and conduct, and deliver engaging lessons that prepare students for future education and employment.
- Pastoral Leaders, Heads of Department and Senior Leaders will support staff in maintaining high standards of behaviour and attendance, work closely with parents/carers, monitor behaviour trends, and ensure students receive the support and challenge they need to be successful.
- All Staff will model professional behaviours, reinforce UTC values, recognise positive conduct, and ensure that students are safe, respectful and ready to learn.
- Where standards are falling short we will always 'nip it in the bud' by dealing with this by keeping parents informed and dealing with it in a quick manner.

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Keeping parents and carers informed

We believe that strong partnerships with parents and carers are essential to student success. We use our school communication systems to keep parents and carers informed about their child's attendance, behaviour, achievements and academic progress. Through platforms such as EDU link and sims, families can access key information and stay up to date with important UTC news and events. This helps ensure that parents and carers remain informed and can actively support their child's journey at Energy Coast UTC.

Please ensure you contact us directly should you want to speak to any member of staff. Communication between home and school is key to success.

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