

NISQ D16 Participation and Learner Behaviour Policy

1. Policy Scope

1.1. The purpose of this Policy is to ensure the safety of Learners and NISQ Approved Centre staff and to provide guidance on the immediate actions to take under certain incidents affecting Learners. The policy is based on the principle of ‘acceptable behaviour’, with rules to ensure safety and a spirit of co-operation within a Adult Learning Environment. Learners should show respect for other Learners and NISQ Approved Centre Staff and act in a polite and mature way. It is important for individuals to be able to learn, to be able to teach and to be part of the NISQ Qualification Learning Experience without fear of:

* disruption of, and interference with, learning
* actual or threatened violence from others
* bullying
* harassment, including sexual or racial harassment, or harassment on the grounds of religion, belief or disability
* illegal substances or alcohol being made available
* criminal behaviour (e.g. theft, theft of Intellectual Property)
* deliberate damage to property

1.2 Learners are expected to observe all rules and regulations of the NISQ Approved Centre, to accept that NISQ, NISQ Approved Centre will institute disciplinary procedures if they are in breach of any rules and/or regulations. The rules apply whether a Learner is on NISQ, NISQ Approved Centre premises or is representing NISQ, NISQ Approved Centre or using external facilities as part of their Qualification.

1.3 Learners will be made aware of this policy, the disciplinary policy and the anti-bullying policy. Learners will be asked to sign learner agreements, within the NISQ Learner Continuous Assessment Portfolio’s which will commit them to abide by these policies throughout their time in NISQ, NISQ Approved centres.

1.4 Classroom rules are similar to 1.1, Learners should not be disruptive either to the teaching process or for other learners to engage in the Learning experience.

 2 NISQ VALUES:

* Acting with Integrity We will take personal responsibility, respecting each other and acting honestly. We will always seek to do the right things in the right way, based on Best Practices and in order to meet the General Conditions of recognition.
* Realising Potential, NISQ, NISQ Approved Centres have been set the highest standards and expectations for our personal behaviour and work. We will encourage excellence and success for ourselves and the people we work with.
* Making a Positive Difference We will make a difference to the Learners Development and experience and make a positive difference to the Specialist Security Solutions.

* Creating a Sense of Belonging and Personal Wellbeing is part of the Learning Experience, we welcome everyone to NISQ And to the NISQ Approved Centres, and ensure that all Learners can feel safe, supported and work in a positive environment.

* Working Together We will work and learn together exchanging experience and create a unique learning environment, encouraging each other to maximise our impact on the current and foreseeable security threats.

1.5 Unacceptable behaviour can be divided into the following categories:

 1.5.1. Minor misconduct

This includes for example:

* Unexcused occasional lateness
* Noisy behaviour
* Using ‘mobile phones’ inappropriately
* Failure to observe reasonable instructions by NISQ Approved Centre Staff

1.5.2 Repeated misconduct

 This includes for example:

* All examples of minor misconduct, where a Learner has not responded appropriately, after earlier requests to do so,
* Regular absence without notification

1.5.3 Serious or persistent misconduct

This includes for example:

* Failure to observe health and safety regulations
* Disruptive behaviour
* Damage to NISQ Approved Centres property
* Excessive physical contact with another Learner, either through instruction to outside of this, (this may be of a sexual or abusive nature)
* Failure to respond to oral warnings given for earlier misconduct
* Failure to respond to a direct instruction given by a member of staff

1.5.4 Gross misconduct

This includes for example:

* Assault on, or abuse towards, Learners or staff (includes sexual, racial or verbal abuse)
* Bullying, harassment or the making of threats against staff or Learners
* Theft or fraud
* Committing any criminal offence whilst involved in an NISQ Approved Centre activity
* Serious damage or misuse of NISQ Approved Centre property
* Seriously disruptive behaviour
* Dangerous behaviour
* Accessing or making available to others pornographic or other offensive material
* Bringing others on to the NISQ Approved Centre site or compromising security in any way
* Possessing, or being under the influence of drugs or alcohol
* Serious misuse of, or interference with, electronic systems or data,
* removal, coping or use of Intellectual Property without prior arrangements with NISQ