FTs roles and responsibilities in relation to the Behaviour Management Policy

* FTs are the reference point for any concerns identified by guardians and /or subject teachers.
* FTs monitor their students’ behavioural records and follow up accordingly.
* FTs ensure that students are aware of their rights and responsibilities.
* FTs refer to LCs any phase 4 incidents.

LCs roles and responsibilities within the Behaviour Management Policy

* LCs consult with Form Tutors regarding any disciplinary action being taken concerning their students
* LCs follow up any concerns that are referred to him/her through the form tutors
* LCs ensure that responsible behavior is acknowledged
* LCs chair the form tutor meetings
* LCs refer to BM Team.
* LCs is involveded when disciplinary action and/or regarding behavioural plans are being suggested.
* LCs hold level meetings to update or inform students about their behavioural situation. Thereinforce +ve behavior and encourage students to work on the areas that need improvement. Highlighting the attached responsibility.