

Abusive Behaviour Policy

The description and policy regarding abusive behaviour can be extended to hundreds of pages and lists. The short and most effective policy for this school is “Your freedom is limited when you limit the freedom of others.”

At inlingua Leeds, we respect each other regardless of gender, culture, religion and colour. All staff, students and associates of inlingua Leeds are expected to behave in a manner that reflects this belief at all times. This expectation extends towards not only other people, but also their belongings, opinions and items of significance. Any abusive behaviour must be reported to school staff and/or management immediately.

- Any first incidences of abusive behaviour will be dealt through a verbal warning, which will be noted on your personal record and followed up by management in order to ensure there is no repeated behaviour. Second incidences, or those of a sufficiently serious nature, will be given a formal written warning, which will again be noted on your personal records and followed up.
- If damage is done to the equipment of inlingua Leeds, inlingua Leeds will charge the offender for the repair or replacement of that equipment or deduct the expenses incurred from their payments (where applicable). This may lead to a reduction of your education period entitlement.
- If this abusive behaviour is continued after the formal written warning, then inlingua Leeds has the right to terminate your registration on the course without a refund.
- In order for this to be implemented, there must be a majority decision made by a committee consisting of at least three members, which will include the Administrator, the CEO and another member of staff.
- If any abusive behaviour is considered by management to constitute as a hate crime (as detailed by the Protection Harassment Act 1997, the Crime and Disorder Act 1998 or any other relevant legislation) or to have broken any UK laws, inlingua Leeds has the right to involve the police and any other agencies in line with the severity of the behaviour. Such action will also result in the immediate termination of your registration with our school and paid fees will be refunded.

Any person accused of abusive behaviour has the right to defend themselves, but inlingua Leeds management has the final say on the course of action that is taken. All incidences will be dealt with in an impartial way.

Created: 18/02/2019

Last Reviewed: 21/12/2023

To be reviewed: 21/12/2024

Management