

Wright Robinson College



Wright Robinson College

Behaviour for Learning Policy

Our mission is to develop in our students a sense of pride in themselves, in the college and in their local community. It is also to provide an academically and physically challenging high quality education within a caring, safe and stimulating environment where all members of our community are equally valued.

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1. Pastoral Principles

The Behaviour Policy at Wright Robinson College is based upon an ethos that generates a positive environment for those who work and learn within it. Central to this ethos are the elements of choices, chances & consequences.

The Behaviour for Learning Policy aims to provide all students regardless of gender identity, religion, disability, belief, ethnicity, neurodiversity, and or sexuality, outstanding pastoral care.

At Wright Robinson College all students are expected to behave in a way that creates an environment where;

- staff can teach to the best of their abilities
- students can learn and achieve to their maximum potential.
- all members of the College Community can work in a safe place
- staff, students, parents/carers and visitors can enjoy and be proud of their association with Wright Robinson College.

The Positive Behaviour Management of our young people is most effective when a true partnership exists between College and Home. Together we can make Wright Robinson College extremely successful, a College which we are all proud to belong to and a College where visitors enjoy coming. Students who consistently uphold the college rules and are role models for other students will be rewarded through the whole college house reward system.

The following Behaviour policy applies to students within core College hours, during pre and post College activities on College trips or visits, in transit to and from College and at any time where an issue within the community impacts on College life.

In the event that the college has any safeguarding concerns regarding your son/daughter appropriate agencies will be informed and relevant information shared. Please see our Safeguarding Policy for more details.

2. Policy implementation

All staff are to implement the Colleges Behaviour for Learning policy by setting the standards required to promote positive behaviour.

All staff will be trained in the policy.

2.1 Teachers' powers Key Points

- Teachers have statutory authority to discipline students whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction (Section 90 and 91 of the Education and Inspections Act 2006).
- The power also applies to all paid staff (unless the Headteacher says otherwise) with responsibility for students, such as teaching assistants.
- Teachers can discipline students at any time the student is in school or elsewhere under the charge of a teacher, including on school visits.
- Teachers can also discipline students in certain circumstances when a student's misbehaviour occurs outside of school. Teachers have the power to discipline students for misbehaving outside of the school premises "to such an extent as is reasonable".

- Teachers have a power to impose detention outside school hours.
- Teachers can confiscate students' property.

3. The concept behind Positive Behaviour for Learning

As individuals we all choose how to act. However, it is important that we all recognise that for every choice or action there is a consequence.

A consequence is an outcome that arises as a direct result of the way we act and the choices we make.

At Wright Robinson consequences are issued by staff not punishments. Students are in control of their own actions and if they have chosen to act in a certain way these actions will be the catalyst for the consequence to be given.

4. Behaviour Management in practice

In lessons where a teacher feels that a student is not behaving in an acceptable manner he/she will be issued with a **C1** (The first consequence issued as a direct result of a negative behaviour). This is a warning that the student needs to modify/change the way that he/she is behaving.

If the student chooses to ignore this warning and does not modify their attitude behaviour the teacher will issue a **C2** (The second consequence, a result of further negative behaviour). This is the students' final warning.

If the student continues to behave in a way that the teacher feels is unacceptable the teacher will issue a **C3**. (The third consequence, a result of continued negative behaviour, despite two chances to modify their actions). This will mean that the student will now automatically be issued with an after College detention. This will take place under the supervision of the Pastoral Team. Under normal circumstances the College will attempt to facilitate the detention two days after the teacher has issued the **C3**. However, it is important to state that in law the College are not obliged to provide any notice in relation to a detention being issued and in some situations it may be that a "no notice detention" will be issued. Furthermore, in law, the College does not have to inform parents/carers why a detention has been given. Where notice is given the student will be issued with a letter informing them of the exact date when the detention is due take place and the reason for the detention.

Once a teacher issues a C3 this cannot be changed.

- All detentions run from 3:15pm until 4:15pm unless the college day is temporarily changed for example- Covid 19
- They will always last for 1 hour.
- Should students arrive a few minutes late they will at the very least make the time up at the end of the detention. However, if they are more than fifteen minutes late or are continually late they will be issued with another C3.
- If students talk or display negative behaviour during the detention they will be issued with a warning. Should they fail to modify their behaviour they will be asked to move to another part of the hall, they will be required to stay behind at the end of the session for a minimum of 15 minutes.
- Students who do not attend a detention will receive an immediate C4 in the Direction room.

- All students who receive a C4 for missing a detention will complete a detention on the evening immediately following their day in the Direction room.

Where students have been placed into the Direction room after removal from a lesson or due to an incident on a particular day a detention must be completed at 3.15 pm on that day. This will be a no notice detention.

Students who are placed in the Direction room following a C4 will be expected to complete a full day. Where a student is removed from a lesson midway through a College day, they will be expected to complete the time in the Direction room the following day.

For example:- A student is placed into the Direction room at the start of period two. He/she will complete the owed one hour during period one the following day in the Direction room.

If a student receives two or more C3's (detentions) on the same day, they will be issued with a C4 on the following day and will receive a detention at 3.15pm following the day in the Direction room.

If a student is absent from college on the day of their detention they will attend the detention on their next day in College.

Note :- For issues regarding equipment for lessons i.e. Books, PE kit etc. Students who do not bring an essential piece of equipment (eg, PE kit, textbook) will receive a C1. Therefore, when a student forgets their book or PE kit etc., on the next occasion they will be issued with a C2 and on the following occasion a C3.

Students may be placed on report to a designated member of staff where issues around behaviour, attendance and/or punctuality continue to fall below the college's expectations.

Where students do not meet the specific targets outlined on the report a consequence of a C3 detention, C4, exclusion and/or and off-site placement may be initiated.

4.1 Low level disruption

Low level disruption not only seriously affects the learning of the student disrupting the lesson/ learning environment but directly affects the learning of other students present and the teachers' ability to teach effectively.

Low level disruption or inappropriate behaviour can be identified in a variety of forms. Below are some examples of Low Level Disruption, however, this list is not exhaustive.

- A failure to follow instructions at the first time of asking.
- Displaying behaviour that prevents other students from learning.
- A refusal to engage in the learning process.
- Disrespectful responses to staff e.g. What? For? etc.
- General defiance.

Through our Positive Behaviour for Learning procedures Wright Robinson intends to address the issue of low level disruption whilst at the same time dealing effectively with more serious examples of inappropriate or anti – social behaviour.

4.2 Mid-High level disruption

For disruption that has a significant effect on a student's learning and/or safety a C3 may be issued without a C1 or C2 warning being given. This is discretionary and where this action is taken it is to prevent a students' removal from lesson or for an incident where it is deemed appropriate to escalate the consequence.

4.3 High level disruption/serious incident/non-compliance with college procedures

For incidents that the College perceives to be of a serious nature, students will be issued with either a C4 (Direction Room) or a Fixed Term Exclusion and a C4 (Direction room). (All students who receive a Fixed Term Exclusion will be issued with a day in the Direction room on their return to College). All students involved in a fight will automatically receive at a minimum, a one day Fixed Term Exclusion. All victims of assault will be encouraged to make a formal complaint to the Police. However, a student may well be issued with a C4 who has not been excluded. One example of this could be where a student's action in class because he/she has still chosen not to behave in an appropriate manner after being issued with a **C3** during the lesson.

4.4 Direction Room (C4):-

- Students start their day in the Direction room at 8:30am and finish at 4.15pm this includes a post College detention. However, if students display negative behaviour whilst completing the day in the Direction room they will repeat a full day the following day.
- Students eat their lunch in the Direction room.
- Students do not talk to other students within the Direction room.
- Mobile Telephones will be removed from students prior to their placement in the Direction room.
- Students will not be permitted to eat or drink other than at allocated times during the day in the Direction room. Packed Lunches must contain foods that comply with the Healthy Schools Agenda. Food/drink items that are not deemed suitable will be confiscated by staff.

If students make the right choices they will never be issued with a C3 or a C4. Students will always have a chance to modify their behaviour.

Please remember the College aims to keep exclusions to a minimum. When issued they are to provide time for us to investigate incidents and for students to reflect on their actions. However it is our belief that exclusions are not necessarily a consequence for an action. Therefore excluded students will always face a consequence on their return to College. This procedure promotes our drive to raise attendance and inclusion whilst creating the perfect platform for students to learn and teachers to teach. Please be aware that the educational environment is ever changing and modifications may be made to these procedures at any time.

5. Parental Meetings

The College may invite parents/carers to attend a meeting with staff to discuss a particular issue in relation to a concern over a student's general behaviour or in relation to a specific incident. If the matter has resulted in the student receiving a C4 and the parents/carers do not attend the meeting for whatever reason, the student concerned will remain in the Direction room until that meeting has taken place and the issue has been resolved. However, on occasions the college may request that another appropriate adult attends the meeting, should parents/carers not be able to attend within a timeframe that is reasonable, to ensure the student can resume their timetabled lessons. In most cases students will attend the meeting with their parent/carer. They should do so in Full College Uniform without exception. Where incidents involve members of staff it is not College procedure for the staff to be present at the meeting.

The College does not allow parents/carers or third parties to record parent/carer meetings. Anyone secretly filming or recording a meeting will be banned from attending the college campus with immediate effect under the Habitual or Vexatious policy. Furthermore, parents/carers are not permitted to record telephone conversations with College staff. Anyone found doing so will receive a communication ban and the recording will be deemed inadmissible.

Please note that College staff will only meet with parents/carers who are officially registered on the college system. Parents/carers are entitled to bring a friend to accompany them to a meeting but only registered parents/carers are permitted to participate in the discussions. Parents/carers who bring a friend or any other third party must notify the College 24 hours before the scheduled meeting time.

Where a parent/carer has been banned from the College site due to their previous conduct, an appropriate adult may meet with the college and act as their representative in the meeting. The appropriate adult must be agreed by both parties prior to any meeting taking place. The College schedules meetings through an appointment based system. Appointments should be made via college's reception. Parents/carers will not be permitted entry to college campus without a pre-booked appointment.

College staff have access to the Language Line facility. This offers live translation via a conference call when required in meetings with non-English speaking visitors.

5.1 Zero Abuse

Wright Robinson College is committed to providing a working and learning environment free from abuse. Verbal or physical abuse of staff and visitors will not be tolerated. Any adult or young person found in breach of this policy will no longer be permitted to communicate with staff or access the college campus.

6. Rewards

Wright Robinson College operates a House System to reward students both individually and collectively for positive behaviour and achievements.

The system comprises of six Houses each with an assigned name from an inspirational character, who during their lifetime influenced the world in a positive way.

The House names were selected by the student body and are;

Currie

Parks

Pankhurst

King

Darwin

Shakespeare

All students can gain House Points in a variety of ways. Generally they are presented to recognise good work, a positive attitude, illustrating improvement in a specific area, a commitment to the wider aspects of College life and personal achievements.

Inter House Competition is a whole college initiative and is facilitated through all subject and faculty areas each half term. Collective and individual rewards are presented to students during designated House Assemblies at the end of every Academic Term.

The college operates a Students of Excellence Awards programme where students are rewarded against a specific criteria.

Students are also recognised through various other medium within the college based on their leadership and representative experience.

7. Uniform Requirements

Wright Robinson College has a discrete uniform which is designed to enhance the College's corporate image. It is compulsory that only those items stipulated within the Official College Uniform list (see Appendix A) are permissible to be worn by our students. The Official College Uniform must be worn by all students who are on roll at Wright Robinson College at all times, without exception. The uniform Policy applies to students attending off-site provision (including activities) and out of hours activities unless parents/carers are advised otherwise. Students who contravene the Uniform Policy will be placed in the Direction room. Students who refuse to accept the consequence or an alternative replacement will be excluded from College.

Wright Robinson College operates a Zero Tolerance approach to jewellery and body piercings being worn by its students at any of the aforementioned times. All jewellery and body piercings will be confiscated by staff and locked away. All confiscated items can be collected in the week prior to a Half-Termly/Termly holiday. Trainers are not permitted to be worn in the College except in PE Practical sessions. Boots are not permitted under the College's uniform policy. However, at times of severe inclement weather the college may contact parents/carers and inform them that boots will be permitted within a specific timescale. Please note that the college will determine if and when this should occur. All shoes must be black in colour. Footwear that is branded with a sports logo or name is also not permitted. Where students arrive at College in trainers or shoes that contravene this policy, students will be placed in the Direction room or an alternative form of footwear may be offered enabling the student to remain in College and continue learning. Students who refuse to accept the consequence or refuse to wear the alternative footwear offered will result in a C4, off-site placement and or a Fixed Term Exclusion until the issues have been resolved.

Full length tailored trousers are compulsory. Skinny (tight) jeans/track suit/jogging bottoms, leggings or tight fitting trousers are not acceptable and are not part of the College uniform. Furthermore, students are not permitted to attend College with any form of pattern shaved into their heads/eyebrows and unnatural colourings to their hair. Bandanas are not permitted in any form or for any usage. Headbands used to tie hair back must be black in colour. Students with hair which obscures their view or is deemed a cause for concern in terms of Health and Safety within a practical setting must tie it up with a black hair bobble. Although the College does not operate a "zero tolerance" approach to students wearing make up any foundation must be kept to a natural tone and brightly coloured lipstick is not acceptable. False nails and false eyelashes are not permitted. The length of student's nails should also be kept to an acceptable minimum in respect of the Health and Safety requirements for practical activities such as Sports and Design Technology etc. Nail polish/varnish is not permitted. Failure to comply with any of the above rules will result in a C4, off-site placement and/or a Fixed Term Exclusion until the issue has been resolved.

For religious reasons girls may wear a Hijab in black. This should be made of plain black cotton with no embroidery, decoration or fringing. It should be tied securely around the head and neck with the ends tucked in for health and safety reasons

8. Mobile Telephones & MP4s

The use of mobile telephones is not permitted during the college day of 8.25am to 3.15pm

Students are permitted to bring a mobile phone into college. If they choose to do so, it is on the understanding that they agree with the following expectations.

- Mobile phones must be switched off. They must remain off during college hours of **8.25am to 3.15pm**
- Mobile phones must be kept out of sight and safely stored in their school bag, locker or inside the zip pocket of their blazer.
- Telephone calls should never be made in core College time and the sending and receiving of texts is also prohibited.
- Students are not permitted to access music, social media during college time and record, send or receive videos, photographs and voice recordings.
- Students wishing to contact parents/carers should contact their appropriate Year Office and likewise parents/carers should refrain from contacting students directly and ring the main switchboard on 0161 370 5121. This prevents any misunderstandings and miscommunication.

If staff at the college, feel that a mobile telephone has been used they are empowered to check the phone and ascertain if that is indeed the case.

Any student in breach of the above rules will have their mobile telephone confiscated with immediate effect and this will only be returned through collection from the Year office at the end of detention on the day of confiscation or during the following day's morning registration

Under no circumstances should parents/carers make direct contact with their son/daughter via telephone calls or any other media platform whilst they are under the college's duty of care. In doing so, students will receive a consequence due to a breach of the rule in that they are not permitted to use their mobile telephones or any other electrical devices during the aforementioned time.

When students are being spoken to regarding an incident the student's mobile phone must be handed in to staff to prevent communication with a third party that may contaminate the investigation.

The college will not accept responsibility for any loss, damage or costs incurred due to mobile devices being used or confiscated.

9. Smart Watches

Students are not permitted to wear Smart Watches at college during the college day of 8.25am-3.15pm.

Any student in breach of the above rules will have their Smart Watch confiscated with immediate effect, this will only be returned through collection from the Year office at the end of detention on the day of confiscation or during the following day's morning registration. Repeat offenders may face a C4 and/or Exclusion from the college.

10. Miscellaneous.

10.1 College Guidelines in relation to Drugs/Prohibited Substances

Students found supplying or distributing illegal substances and or any items deemed to be drug paraphernalia face Permanent Exclusion from College. Students found in possession of illegal substances will on the first occasion automatically receive a Fixed Term Exclusion. The student/s will face a return to College interview with Mr Haworth and Mr Mason and where appropriate the student/s will be offered the opportunity to attend sessions with an independent Drugs Counsellor. All students will be referred to the Police to be dealt with under the Misuse of Drugs Act. The Headteacher authorises all staff with the power to search students.

10.2 College Guidelines in relation to Bladed Articles/Weapons (including replicas)

Any student found in possession of a bladed article or weapon (including replicas) of any type or size could face Permanent Exclusion. At the very least he/she will receive a Fixed Term Exclusion. All students found in possession of a bladed article or weapon (including replicas) will automatically be referred to the Police and will be dealt with accordingly.

In law fireworks such as 'bangers' etc. are classed as firearms. Wright Robinson College operates a zero tolerance approach in relation to fireworks.

10.3 Smoking

Wright Robinson is a No Smoking Site and as a result operates a strict No Smoking Policy. Students found in possession of cigarettes, e-cigarettes and/or lighters will have the items confiscated and they will not be returned. A detention, and in some cases a Fixed Term Exclusion may be issued where students are caught smoking.

10.4 Food and Drink

All unhealthy drinks and snacks are prohibited at Wright Robinson College. Where students are found to be in possession of fizzy and/or high sugar drinks and snacks these will be confiscated and not returned. Any student who is selling food and drink will be issued with a C4 and possible fixed term exclusion if it is a repeat offense and the food/drink will be confiscated and not returned

Chewing gum is also banned from the College site.

10. CCTV and Requests for Documentation

The College will not release copies of CCTV footage as this would contravene Child Protection and safeguarding/GDPR guidelines. Documents containing information which names other students will always be anonymised to protect individuals.

Should a request be made for copies of specific documentation this will incur a charge. This will cover photocopying and administrative costs. Administrative costs will be charged in thirty minute segments based on the half-hourly rate for the administrator.

The College operates a Positive Behaviour for Learning Policy which incorporates the new government's guidance for schools. The Governing Body has been provided with the appropriate information.

11. Searching Screening and Confiscation

The Head teacher, under their statutory powers has authorised all staff with the power to search students or their possessions without consent, where they have grounds for suspecting that the student may have a prohibited item in their possession. This extends to college trips and/or visits where the member of staff has lawful control of the student(s). (1)

If the statutory powers need to be used then college will ensure that all searches are conducted by two member of staff, one of which will be the same sex as the pupil. Where possible the search will be conducted by members of either the Senior Leadership Team or the Pastoral Team.

A clear explanation of why the search is being carried out will always be given and a communication note following the search will also be provided. All searched will be recorded on CPOMS, the senior safeguarding team will be made aware of the details of the search and the findings.

Prohibited items include:

- Knives or weapons
- Alcohol
- Illegal drugs
- Stolen items
- Tobacco and cigarette papers
- Fireworks
- Pornographic images
- Any article that the member of staff 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 student)

Any items banned under the college rules that has been identified in the rules and any item which may be searched for to include:

- Fizzy drinks
- Sugary food; biscuits/sweets
- Chewing gum
- Jewellery
- Cigarettes/e-cigarettes
- Mobile phones (at certain times)
- Equipment
- Lighters/matches/inflammable fluid
- Make-up items
- Accessories
- Laser pens
- Un-prescribed medication

12.1 Confiscation

College staff can seize any prohibited item found as a result of a search. They can also seize any item they consider harmful or detrimental to college discipline.

12.2 Extent of 'search'

The person conducting the search may not require the student to remove any clothing other than outer clothing. 'Outer clothing' means clothing that is not worn next to the skin or immediately over a garment that is being worn as underwear but 'outer clothing' includes Blazers; hats; shoes; boots; gloves and scarves. 'Possessions' means any goods over which the student has or appears to have control – this includes any form of bags and lockers. It is a condition of having a locker in school that the student gives their consent to it being searched.

12.3 Screening

What the law allows:

College can require students to undergo screening by a walk through or hand-held metal detector even if they do not suspect them of having a weapon and without the consent of the student.

Any member of college staff can screen students.

Note – if a student fails to comply and the college does not let the student in, the college has not excluded the student and the student's absence will be treated as unauthorised. The student should comply with the rules and attend.

(1)

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/674416/Searching_screening_and_confiscation.pdf

APPENDIX A

UNIFORM

Boys	Girls
Compulsory	Compulsory
<p>Black Tailored full length trousers (no skinny/tight trousers or jeans track suit bottoms, culottes, ski pants, leggings or jeggings)</p> <p>Black College Blazer</p> <p>Plain White Shirt (no polo shirts, blouses or airtex sports top permitted)</p> <p>Plain Black Shoes (school shoes must not display any brand names or sports logo on the actual shoe - black trainers of any description are not permitted)</p> <p>Tie (each year group has own individual tie – can be bought from school)</p> <p>Socks – plain black</p> <p>Religious dress (plain black turban)</p> <p>No Jewellery or piercings (wristwatch only, excluding smart watches)</p> <p><u>OPTIONAL</u></p> <p>Black ‘V’ neck jumper (with logo) (no crew, round, polo neck jumpers, sweatshirts or cardigans)</p>	<p>Black Tailored full length trousers (no skinny/tight trousers or jeans track suit bottoms, culottes, ski pants, leggings or jeggings)</p> <p>Black Tailored Skirt</p> <p>Black College Blazer</p> <p>Plain White shirt (no polo shirts, blouses or airtex sports top permitted)</p> <p>Plain Black Shoes (school shoes must not display any brand names or sports logo on the actual shoe - black trainers of any description are not permitted)</p> <p>Tie (each year group has own tie – can be bought from school)</p> <p>Socks (plain black)</p> <p>Tights (plain black)</p> <p>Religious dress (Hijab plain black)</p> <p>No Jewellery or piercings (wristwatch only, excluding smart watches)</p> <p><u>OPTIONAL</u></p> <p>Black ‘V’ neck jumper (with logo) (no crew, round, polo neck jumpers, sweatshirts or cardigans)</p>
Boys PE Kit compulsory	Girls PE Kit Compulsory
<p>Polo shirt with WRC logo – Red (indoor)</p> <p>Shorts with WRC logo – Black</p> <p>Swimming trunks or swim shorts</p> <p>Training Shoes – (no canvas pumps, flat soled shoes, eg vans converse etc)</p> <p>Socks – Red</p> <p>Towel</p> <p>Hair bobble</p> <p><u>OPTIONAL</u></p> <p>Rugby jersey – Reversible Red/Black (outdoor)</p> <p>Swimming hat/goggles</p> <p>Gum Shield</p> <p>Football boots (moulded studs)</p> <p>Shin Guards</p>	<p>Polo shirt with WRC logo – Red (indoor)</p> <p>Sweatshirt with WRC logo – Red (outdoor)</p> <p>Shorts with WRC logo – Black</p> <p>Swimming costume – One Piece</p> <p>Training Shoes – (no canvas pumps, flat soled shoes, eg vans converse etc)</p> <p>Socks – Black</p> <p>Towel</p> <p>Hair bobble</p> <p><u>OPTIONAL</u></p> <p>Leggings with WRC logo</p> <p>Swimming hat/goggles</p>

Students with hair which obscures their view or is deemed a cause for concern in terms of Health and Safety within a practical setting must tie it up with a black hair bobble.

All items of uniform/PE kit must have either a label with student's first initial and full surname or student's first initial and full surname embroidered on it. Red thread on black items, black thread on red items. This is to ensure that any missing items are returned to the rightful owner.

During the months inclusive of November to March, both boys and girls have the option to bring in and wear under armour/skins underneath their PE kit as additional items of clothing. These items must be red or black.

Students must hand in all valuables to their PE teacher at the start of each lesson. Students who leave valuables in the changing rooms do so at their own risk. The college or Manchester City Council cannot be held responsible for the safe custody of such property.