

## **POLICY STATEMENT ON DISCIPLINE**

The School Behaviour Policy and School Rules indicate how we expect pupils to behave.

The Rewards and Sanctions Policies aim to enhance and correct poor behaviour.

The school aims to provide a calm and structured environment in which individuals can flourish, live harmoniously as part of the community and develop the important control of self discipline.

On occasions when it is considered that there has been inappropriate behaviour, poor standards of work or a breach of rules discipline is dealt with by all teaching staff (in school, or on school trips) on a variety of levels according to the level of misdemeanor.

In the first instance the teacher will reprimand the pupil and advise on ways of improvement. If the behavior is repeated they will inform the form tutor by means of a 'concern- slip' outlining the nature of concern.

The form tutor will also seek to advise the pupil on means of improvement. If the behavior persists and a subject teacher has issued more than two pink slips or the individual pupil has accrued more than two concern -slips the form tutor will discuss the matter with the Head of Year.

The following steps will then be taken:

- a head of year, deputy head or head will interview the pupil, and may send a letter to parents, request a discussion with parents, and may decide to put a pupil 'on report' for a specific period, or request a regular interview to monitor behavior and improvement
- by the head for any serious misdemeanor. Sanctions in this category can include Saturday/holiday detentions and may include suspension or exclusion (see policy on exclusion etc).

All staff must ensure that details of late work, inappropriate behaviour, detentions etc, are sent to the appropriate form teacher by using a concern slip.

Any member of staff giving a detention must ensure that a detention slip, accurately completed, is sent to the pupil's parent(s) and is returned, duly countersigned. At least 2 days' notice of the date of the detention must be given and the form staff must also be informed.

School detentions are carried out after school from 4pm to 4.45pm and may either be work set by subject staff or tasks allocated by the Head of Year or Deputy Head .

Under no circumstances will staff use physical force as a punishment, however they are allowed to use justifiable restraint to prevent an offence, injury or prejudicial behaviour.

The school does not believe in or use corporal punishment.

The school reports the number of disciplinary concerns twice term to the Governors.

The school reports the significant rewards to the whole school on a regular basis through awards assemblies, end of term assemblies and Junior and Senior Prize Giving events.

Read this policy in conjunction with the Behaviour Policy and School Rules and Guideline, and the Policy on Expulsion, Removal, Suspension and Review on the website.