

REWARDS

It is important to praise and reward pupils for their achievements. These include:

- verbal praise and written remarks about good work
- rewards

Rewards can be awarded for a range of activities, for example

- A single piece of excellent work
- Several pieces of excellent work (cumulative)
- Work that displays particular effort
- Contribution to school life – participating in a drama production, in a team (never missing a practice or match?), helping on Open Day, charity, exemplary attendance, tidiness, behaviour etc

Rewards may take the form of a house point for inclusion in the excellence book or the direct award of a house point.

House points

Pupils who receive a house point are given a reward card completed by the member of staff. Girls then give it to their house captain at the next house assembly or at a time given by the house captains in the absence of a house assembly. They will be counted at the end of the collection by the house prefects. House prefects give the totals and the used cards to the deputy head mistress as and when a collection takes place.

Excellence Book

A member of staff completes a notice for assembly (held in headmistress's PA's office) and this is read out in assembly. The pupil(s) are invited to sign the excellence book on the table outside the headmistress's study at break or the next suitable time. A house point is awarded for an entry in the excellence book. These are collected monthly by the house prefects and the numbers passed to the deputy headmistress.

A further range of rewards is used to mark achievement at specific stages:-

- certificates are presented in assembly
- results of all team matches are read out and the teams and the player(s) of the match are congratulated by the school
- girls who are successful in educational competitions e.g. Ogden Trust, are congratulated in assembly
- press releases are sent to local newspapers whenever notable success is achieved

Achievement is recognised formally in the school's annual Junior and Senior Prize Giving where a considerable number of awards are presented.

September 2008

POLICY STATEMENT ON SANCTIONS

The school aims to provide a scheme of sanctions, appropriate to the age of any pupil involved. The scheme should help to promote and maintain acceptable standards of behaviour and to instill into each pupil a sense of right and wrong, in line with the aims and values of the school.

A list of the school's rules and guidelines is given to each pupil and to her parents when a pupil first enters school and when she enters the sixth form. These lists are included in the staff handbook for the attention of new staff and are read out and put up on form notice boards at the start of every academic year.

Sanctions may be imposed for any infringement of the stated rules.

Sanctions, as detailed, will be applied by the following staff:

- by any member of staff for misdemeanors related to inappropriate behaviour in non-contact time, including any misconduct on a school visit
- by subject staff for subject-related misdemeanors in either work or behaviour.

In such instances these will include reprimands or a detention

This policy should be used in conjunction with the policy on behavior and discipline.

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