



Sanctions ladder 2018 - 19

We follow this ladder within school where possible:

All interventions should be entered on the school recording system (Behaviour Watch)		
↑	<p>Permanent Exclusion</p> <p>To be considered for repeated disruptive behaviour, assaulting a member of staff, extreme violence towards another student, theft, damage to property, possession of an offensive weapon, dealing an illegal substance, extreme racial or sexual harassment.</p> <ul style="list-style-type: none"> Local School Board hearing 	
↑	<p>Fixed Term External Exclusion</p> <ul style="list-style-type: none"> Consider alternative provision with LA for extreme / unusual circumstances PSP referral considered following a 3 day external exclusion Parental interview with HOL and DHT Student returns (on Report to HOL for 1 week) 1-45 days in any academic year 	
↑	<p>Behaviour Improvement Room (Internal Exclusion)</p> <p>This is sanctioned by the DHT for Behaviour. This is the equivalent of a first day external fixed term exclusion. It is used for not responding positively to the interventions below or an incident which is a serious enough to warrant a fixed term external exclusion (disruptive behaviour, fighting, anti-social behaviour). This sanction must be applied on two separate occasions (1 & 2 days) before a fixed term exclusion can be considered. Work is requested by the HOL/Student Manager from subject teachers and work is uploaded onto the DPR by the subject teachers.</p> <ul style="list-style-type: none"> PSP considered Parental interview with HOL 1-2 days, parents informed by letter or phone call, note put on student file 	
↑	<p>Head Teacher's Detention</p> <p>This is used when students do not respond positively to the sanctions applied below, miss intervention or their misbehaviour is deemed serious enough by a member of Leadership Group.</p> <ul style="list-style-type: none"> Saturday morning detention in full school uniform Failure to attend on time will result in 1 day in the Behaviour Improvement Room 	
	In class Faculty System	Out of class Head of Learning System
↑	<p style="text-align: center;">HOF</p> <p>This is used when students do not respond positively to all the behaviour management sanctions or they demonstrate dangerous behaviour or there is a serious breach of the behaviour code. HOF/ HOD resolves and enters all incidents and sanctions using the school recording system. All reports and records of parental conversations put in student file in main office.</p> <ul style="list-style-type: none"> Faculty detention (45 minutes) Placed on faculty report by HOF (for persistent misbehaviour) to HOD or HOF for minimum of 6 lessons Parental meeting Prior arrangement to 'park' a student using the faculty on-call rota until the matter is resolved Home contact via phone / email / letter Meeting with student 	<p style="text-align: center;">HOL</p> <p>This is used when students do not respond positively to all the behaviour management sanctions or they demonstrate dangerous behaviour or there is a serious breach of the behaviour code. HOL resolves and enters all incidents and sanctions using the school recording system. All reports and records of parental conversations put in student file in main office.</p> <ul style="list-style-type: none"> HOL detention (1 hour) Placed on HOL report for minimum of 1 week Parental meeting Removal of privileges / community service / break / lunchtime Placed on Form Tutor Report by HOL for minimum of 1 week Home contact via phone / email / letter Meeting with student

	<p>HOD / DESIGNATED POST HOLDER</p> <ul style="list-style-type: none"> ● Departmental detention (1 proactive attempt) ● Prior arrangement to 'park' a student using the faculty on-call rota until the matter is resolved ● Home contact via phone / email / letter ● Meeting with student 	<p>OUT OF CLASS, BREAK, LUNCHTIME (All Staff)</p> <ul style="list-style-type: none"> ● Detention slip for stated violations (no verbal warning). Student in 1 hour HOL detention or HT detention for 2 or more detention slips in a week. ● Verbal warning
	<p>SUBJECT TEACHER</p> <ul style="list-style-type: none"> ● In an emergency or if there is a serious incident, seek assistance from the nearest member of staff and ask reception to inform a member of LG ● Home contact via phone / email / letter ● Faculty on-call rota to 'park' a student for the duration of the lesson with a sanction to follow ● Detention slip for uniform / electronic device violations ● Subject teacher detention at break, lunchtime or after school (2 proactive attempts) ● Work completed / change of attitude ● Suspended detention - opportunity to 'work it off' ● Apology ● Move seats ● Verbal warning 	
Recording Behaviour Incidents	<ul style="list-style-type: none"> ● Use the school recording system to enter incidents and sanctions. ● Initial entry is made by the member of staff who dealt with / witnessed the incident. ● Subsequent interventions are added to the initial entry. 	