



Standard Operating Procedures

Focus

Sanctions

Aims

To ensure that sanctions are used appropriately and are a measured response to misbehaviour.

That these procedures are consistently applied across the school.

Procedures

Should a student continue to misbehave the member of staff could use a number of sanctions. These include:

A short detention of up to 15 minutes can be given at break, lunchtime or after school. This might involve completing class work, extra work, some form of written or numerical task, or community service etc.

A Faculty detention in accordance with Faculty policy and practice. Should a student be given a detention of more than 15 minutes after school then 24 hours notice must be given to parents/carers.

A phone call and/or letter to parents informing them of behaviour concerns and targets that have been set.

Headteacher's detentions will take place on Friday evenings for up to 1 hour. This is the first step on the serious sanction ladder that can lead to exclusion. **Members of SLMT** will consider placing students in this detention when:

- There is a recommendation from a Head of Faculty or Year Manager
- There is serious misbehaviour by a student in a lesson
- There is serious misbehaviour by a student outside of lessons
- A student has three completed slips on their Uniform Card within each half term and/or fails to produce their Uniform Card when requested.

A fixed term internal (Focus Room) or external exclusion as determined by SLMT.

An internal exclusion at a partner school as determined by SLMT.

A fixed term external exclusion as determined by the Headteacher.

A referral to The Radclyffe Outreach Centre.



A Managed Move to an agreed school.

A permanent exclusion will be appropriate for a serious 'one off' incident or persistent breaches of school discipline.

Zero Tolerance Behaviours

A member of SLMT should be sent for immediately by informing the school office if a student:

- a. Uses foul and abusive language towards a member of staff
- b. Threatened or attempted violence towards a member of staff
- c. Physically assaults or attempts to assault another student
- d. Is seriously disruptive to learning
- e. Refuses to be exited
- f. Is selling items
- g. Brings into school any items that may be a threat to the health and safety of themselves or others, e.g., cigarettes, laser pens, knives or imitation guns.

Monitoring: SLMT

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