

## DISCIPLINE POLICY

The school policy is that rewards should predominate over sanctions in the life of the pupils.

### REWARDS

**Commendations** may be awarded for any commendable action or activity in the curriculum, co-curriculum, or in the attitude or approach of any pupil from Year 7 to 9. Pupils are given a card which the Headmaster signs in the presence of the pupil.

A similar system of **Green Commendations** applies to pupils in Years 10 and 11.

In the Sixth Form a **Distinction** may be earned for outstanding work.

**Form prizes** are awarded each year for attainment, effort and participation in Years 7 – 9.

**Subject prizes** are awarded for pupils in Year 10 and above.

**Queen's Awards** are made to pupils in each year group who have made an outstanding contribution to the life of the school or who have triumphed in the face of adversity.

Throughout the school **Queen's Awards and other prizes** are presented on Speech Day.

Other rewards include **colours, medals and trophies** for sporting, musical or dramatic success and **Awards** for the completion of the Sports' Leader's course and the Duke of Edinburgh's Award Scheme.

The **appointment to School Prefect or Assistant School Prefect or House Prefect** (along with the privileges involved) is also a reward and recognition of service to the school.

### SANCTIONS

#### Report Card System

Grey cards are used by subject teachers to report poor behaviour or work to the Tutor. A pupil may be required to get a signature on a white card from those who teach him/her as a sign of good behaviour/ attitude at the end of every lesson, and report to their Tutor. If more help is required then a blue card will be provided and the pupil will report to the Director of Studies. If no further improvement has been made the pupil will be on an orange card and report to the Deputy Headmaster. The ultimate card (red) will mean the pupil reports to the Headmaster. Parents will be informed at each stage of the process.

#### Detention

Another sanction for inadequate academic effort is detention (Friday after last lesson) but staff will normally require extra work etc. prior to imposing this. Day parents are informed the day before. Three detentions in a term lead to a HM's detention.

#### Fatigues

Poor behaviour or the contravention of school or house rules may lead to a fatigue which will be administered by a School Prefect. Fatigues may be given by teachers, School Prefects or Assistant School Prefects but are limited in extent and in their nature and overseen by the Deputy Head. Repeated appearance on the fatigue list leads to an interview with house staff or the Deputy Head. Tutors or Houseparents should always be informed.

**Fines** may be imposed for smoking.

**Gating** is a sanction imposed by Houseparents for more serious offences which do not warrant referral to the Headmaster.

**Suspension or Exclusion** are the preserve of the Headmaster and Deputy and are only arrived at with the involvement of the parents. The Chairman of Governors is informed of suspensions and approves exclusions.

**Restraint.**

If physical restraint is deemed necessary it should be by reasonable and non-injurious means, and only for the minimum time necessary to prevent injury to self or to others or very serious damage to property. Any incident of restraint should be reported to the Headmaster and recorded in writing.

