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5<sup>th</sup> October 2021

Dear Parents/Carers and Families

As a school we are always striving to ensure that communication to parents, carers and families is as good as it can be, and we also review our communication systems, so that they are as efficient as possible.

### Notifications of Detentions

The Government and the Department of Education state that schools do not have to give notification of detentions and also the reasons for detentions: <https://www.gov.uk/school-discipline-exclusions>

However, as a school we do our best to keep our families informed about school matters.

Parentmail will be used to communicate the majority of detentions. We do not use paper means. If you are not on our parentmail system, please contact the enquiry email to provide an email address for communications to be sent to. Parentmail is used to communicate all school matters including detention notification cross all year groups in the secondary phase.

There will be times when a detention may be issued late in the day or an achievement coordinator or a member of the senior leadership team will issue a detention, and notification may not be possible. In these circumstances we keep a list of pupils in detention at main reception and we issue this to main reception from about 3:00pm. Parents can phone the school or call into main reception in person to enquire. The government allow schools to issue detentions without notification.

### Maintaining high standards of behaviour and pupil conduct to prevent detentions

It goes without saying that if a pupil has received a detention, something has gone wrong. It could be for any of these reasons: their poor conduct, their lack of compliance with school values, failing to comply with school rules, and in making poor choices regarding their behaviour. The main ways for pupils to avoid receiving a detention are to follow the school rules, to behave well and to follow staff instructions. Most pupils never receive detentions because they try their best, behave well, are punctual and show respect for themselves and others. It is our wish that we never have to issue detentions, however; it is also important that we maintain high standards and high expectations for and of all pupils, so we are a school that hold detentions. You will appreciate that good behaviour leads to good learning.

## What happens during a detention

Pupils report to a classroom allocated to their year group. Teachers lead the detentions and achievement coordinators also lead detentions. During detentions pupils complete a reflection sheet to support them to avoid receiving a detention in the future. Pupils often complete academic or pastoral work that will support them and most often staff will discuss matters with them in restorative conversations to resolve and prevent further issues. Detentions are not just sanctions; they are also opportunities to support a child to improve his/her behaviour and to make better choices. More information is in our behaviour policy available on our school website.

Thank you for your support in discussing what good behaviour looks like with your child so that he/she never receives detentions for poor behaviour or transgressing school rules. Thank you also for understanding and supporting that we have high expectations of pupils in terms of their behaviour and conduct in order for pupils to learn well and achieve their potential.

Yours sincerely,



Mrs A Lloyd  
Principal- Secondary and Sixth Form Phases