



29th January 2024

Dear Parent / Carer

We are writing to inform you of some changes to the way we administer our break time detention systems.

Some students are regularly missing their set detentions, which then creates additional work for pastoral staff to follow up to ensure that detentions are completed. It also reduces the impact of the detention as a deterrent to repeating the behaviour which resulted in the sanction in the first place.

Moving forwards, as well as being told at the time by the adult issuing the sanction, students and parents will receive an email during the evening before a break time detention is due to take place. A similar email will be sent first thing each morning. Tutors will also remind students during registration on the morning of the detention. However, Heads of Year will no longer be visiting classes to give reminders, or to collect students.

Students who do not attend a break time detention will be set a lunch time detention on the same day, but no further reminders will be sent. Students who then fail to attend at lunch time will be set an after school detention on the SAME DAY until 4pm. This is on the basis that any student who misses a detention will have had several reminders by that time, and we want this to serve as a deterrent to missing the initial shorter detention and, better still, avoiding whatever it was that caused the initial concern.

Students who catch a school bus, and those students whose parents are unable to collect them, will be taken home by the school minibus or by staff.

These changes and our approach all conform to the Department for Education's guidance on managing behaviour in schools.

Detentions are only ever sat by a small minority of our students each day, and our hope with these changes is that this number will fall further still.

Thank you in anticipation of your support.

Yours faithfully

Greg Godwin
Senior Deputy Headteacher