

## **DISCIPLINARY PROCEDURE for Conduct or Academic Issues**

### **Lunchtime Detention**

A teacher should still continue to keep a student back at lunchtime or deal with the situation through their HOD first, **but** if this does not have the desired affect then the student can be put into a lunchtime detention. A proforma (found in mail on server/Pastoral folder) should be filled in by teacher, signed and countersigned by HOD and sent to HOY or given in to Secondary Office. The HOY's and JA will oversee this detention on Fridays at 1.30 in room 261

### **After School Detention**

Detentions should be given for breeches of discipline or repeated failure to obey the School Code of Practice. This takes place once a fortnight on Thursdays, in room 153, from 15.45 to 16.45 by the Secondary School Principal. Proforma (found in mail on server/Pastoral folder) to be sent to Principal or to Secondary office.

- a) Lateness
- b) Uniform
- c) Absenting oneself from class
- d) Leaving the premises without permission
- e) Blatant disrespect: rudeness, backchat, graffiti, vandalism

### **Anti Bullying Policy**

Follow this procedure for minor assault cases and bullying (physical, verbal or racial abuse). Disciplinary action will follow according to severity or persistence.

### **Suspension**

- a) Aggressive assault, stealing
- b) Smoking
- c) Consumption of alcohol

Last 2 in conjunction with the Drugs Policy Procedures

Parents will be called into school at the discretion of the Secondary School Principal or Pastoral Head