



6 January 2023

Dear Parent/Carer

## Updates to behaviour procedures 2022-23

It is wonderful to welcome students back after the holiday and I hope that you had a good Christmas break.

Last academic year saw our students demonstrating exceptional levels of positive behaviour with the most reward points ever issued and nearly half of students receiving no (or only one) behaviour points. This year we are on track to break that record, showing a continuing trend of fantastic conduct and ownership of actions.

Throughout the academic year, we review and fine-tune our behaviour procedures to ensure students are recognised for their achievements - both academic and those in a wider pastoral context. The Character Standards Card, introduced last term, is a new way to reward students for exemplifying our school values of integrity, inclusivity and independence.

However, if students make poor choices, we aim to ensure this is communicated firmly and clearly so that they understand expectations and are able to modify their behaviour accordingly in the future.

The following updates have been made to our procedures and have been communicated to students in their tutor time this week:

- Students are expected to be on site at 08:30, and to be in morning registration by 08:35 at the latest. Attendance at morning registration is vital for students to receive key information for the day, as well as to complete important, educational tutor time activities. In the event that students arrive between 08:35 and 08:45, they receive a signature on their Standards Card (with three signatures resulting in a C3 one hour detention). In the event that students arrive later than 08:45 (without a previously authorised reason) they will receive a twenty minute lunchtime detention the following day. In the event that they fail to attend this, they would be issued with a C3.
- If a student misses a C3 (one hour detention) they are automatically referred to a C3+ (two hour detention on a Friday). *Should you need to request to rearrange a detention (in exceptional circumstances), the following [form](#) should be completed. This can also be found on the school website [here](#). The decision to authorise these very rare exceptions will be determined by the Head of Year.*

- “Eating in an unauthorised area” and “Infringement of jewellery rules after tutor time check” have now been added to students’ Standards Cards. The application of gel nails and false eyelashes will remain a C3 consequence. Thank you for your support in ensuring that your child does not attend school wearing these.

I look forward to another successful term in which our students’ effort, behaviour and progress are celebrated.

Yours sincerely

A handwritten signature in black ink, appearing to read 'D Beattie', written in a cursive style.

**David Beattie**  
**Deputy Headteacher**