

The Governing Body of Denstone College understands its regulatory responsibilities and will maintain an effective oversight of this policy, by evaluating its effectiveness, and reviewing and implementing change.

Policy on College Discipline & Policy on Exclusion

The College aims to foster Happiness, Confidence and Achievement in its pupils.

- In order to achieve this, a three-way relationship between Pupils, Parents and Staff is developed and encouraged.
- Part of the all-round development of pupils is the building of self-discipline and a moral code.
- A structured system of rewards and, if necessary, sanctions is also in place.

The three-School system enables the needs of different age groups to be met in respect of the above points. The approach to discipline is tailored specifically for each School.

The College's Personal, Social and Health Education (PSHE) programme also supports the approach to College discipline, as does work done in tutorials.

Pupils are expected to respect people, property and the College environment. No pupil has the right to make another pupil unhappy.

College regulations are published in student planners each year. All pupils are issued with a planner at the beginning of each academic year, which also serves as a link between home and school. Included in the regulations is advice on personal welfare, rewards, where to find help and who to turn to if necessary, dress and appearance, health and safety, including fire regulations, sanctions, and the complaints procedure for pupils. The regulations are also available from the Headmaster's secretary on request and on the College website.

Sanctions

Most pupils behave according to the standards expected at the College. Sometimes it may be necessary to remind a few pupils of these standards and to help and encourage them to behave accordingly.

Sanctions or punishments are usually only used following a warning. They include:

- Being placed on report. A report card is taken to each lesson with targets set. There are three tiers to the report card system: Tutor report, Head of House/School report and Senior Master report.
- Academic Detention and Conduct Cards which must be signed by the Head of House (day pupils) or Head of School (boarders) before completing the detention or work set.
- Extended Detention (Wed & Sat 4.00-6.00pm). This may be issued if three Academic Detentions or three Conduct Cards are received in one half term. Pupils may also be given an Extended Detention for more serious misdemeanours such as deliberately missing lessons, activities or games.
- Senior Master's and Headmaster's Punishments, for serious breaches of College regulations. These may involve a combination of community based tasks and/or Extended Detention.
- Exclusion from College.

NB Group punishments are not acceptable and are not used unless it is clear that a whole group of pupils has broken College regulations. They are not used to establish individual responsibility as this would also be punishing innocent pupils. There may of course be occasions when staff need to speak to whole groups in order to discuss or investigate an incident.

Exclusion from College on a temporary basis (Suspension) may be necessary in the event of a serious breach of regulations. This could include theft, violent conduct, possession or use of illegal drugs, bullying or an accumulation of less serious incidents such as persistent smoking.

Parents and/or guardians are informed of a suspension as soon as possible.

Suspensions are usually for a short period (a few days) and additional sanctions may apply on a pupil's return to College.

Suspension may be accompanied by a final written warning of permanent exclusion.

Permanent Exclusion is used as a final option if there is a serious breach of College regulations following a written final warning or if the breach of regulations is considered serious enough to move immediately to that level.

Exclusions are decided on by the Headmaster, in consultation with senior staff as required such as the Second Master, the Deputy Head Pastoral, the Senior Master, Senior Pastoral Lead and a pupil's Head of House or Head of School. In addition, permanent exclusion would be discussed with the Chair of Governors.

Parents have the right to appeal as detailed in the parents' complaints procedure.

Restraint

It is extremely unlikely that a member of staff would need to physically restrain a pupil although the law allows for the use of reasonable force in certain circumstances.

The College policy concerning the restraint of pupils by staff has been drawn up following the DfE's guidance 'Use of Reasonable Force – Advice for Headteachers, Staff and Governing Bodies July 2013'.

The College recognises that the Education Act 1996 forbids corporal punishment. However teachers are permitted to use reasonable force to prevent pupils from:

- committing a criminal offence
- injuring themselves or others
- damaging property
- acting in a way that is counter to maintaining good order and discipline, whether in a classroom, teaching session or elsewhere on an authorised school activity

The Children Act of 1989 has been commonly misinterpreted to mean that any physical contact with a child is unlawful. This is not the case. Where necessary reasonable force can be used to control or restrain pupils. For further information see the Restraint Policy.

Discipline Problems

Pupils will make mistakes and it is important to recognise that once these have been dealt with, the aim is to move forward rather than dwell on previous errors. The College is of course required to maintain records concerning pupils and these include disciplinary records.

The investigation of alleged disciplinary misdemeanours is conducted as professionally as possible. As well as discussing an incident with those directly involved, other pupils and/or adults present would also be involved. Wherever possible the facts are established and agreed by all those involved before decisions are made concerning sanctions if necessary.

As a general rule, parents would not be contacted over every small error such as problems with school uniform, isolated loss of temper or uncharacteristic poor conduct. Parents would however be contacted if these were repeated and if more serious problems occurred. For example parents are informed as a matter of routine in the event of pupils being found bullying, smoking, drinking alcohol, being in possession or under the influence of illegal drugs, stealing or if any restraint or physical intervention has been necessary. It may also be necessary in some of these circumstances to inform the Police and/or other relevant authorities such as Social Services.

Records of rewards and sanctions are kept on iSAMS (the management information system employed at the College). In addition to this, a major sanctions spreadsheet is kept. The Deputy Head Pastoral overviews this at least four times a year.

Terms and Conditions

Having been offered a place at the College for their child, parents will have read the 'Terms and Conditions' within the Acceptance form, of which parents receive two copies. Particular attention is drawn to paragraph 6 Disciplinary Procedures.

Further Information

This policy is written with regard to non-statutory advice "Behaviour and Discipline in Schools" (January 2016) and should be read in conjunction with the College's policies on Safeguarding, Restraint, Searching Pupils and Behaviour.

The College recognises its duty to promote and safeguard the well-being of its pupils and to pay due regard to the Equality Act 2010 in order to make reasonable adjustments when dealing with pupils with special educational needs and disabilities.