



# KING EDWARD VI NORTHFIELD SCHOOL FOR GIRLS

*Educational excellence for our City*

<b>School Detention Policy &amp; Procedure</b>	
<b>Policy Type</b>	School Policy
<b>Policy Owner</b>	Assistant Headteacher (Pastoral)
<b>Statutory</b>	No
<b>Publish Online</b>	Yes
<b>Last Review Date</b>	October 2024
<b>Review Cycle</b>	Three years
<b>Next Review Date</b>	October 2027
<b>Expiry Date</b>	September 2027

<b>Date Agreed:</b> October 2024	<b>Date for review:</b> September 2027
<b>Chair of Governing body:</b>	<b>Date signed:</b>

## Detentions

Same day School detentions will be issued as per the Behaviour policy. Detentions are as follows:

- School detention Monday - Friday 3.15- 4pm (up to 45 mins in 15-minute blocks) supervised by a Heads of Faculty and Heads of Year
- Senior Teacher's detention Thursday 3.15-4.15pm supervised by Senior Leadership Team

Teachers will remind pupils of detentions during period 5 everyday, although these reminders cannot be guaranteed, these members of staff will also escort them to the detention. **Parents/Carers will be notified if their child has a detention via the class charts app on the day of the detention, pupils will also receive notifications via the app which they can view at the end of the school day.**

Detentions are issued in line with school behaviour policy and the behaviour point system. Points are summarised briefly below:

- 1 Behaviour point (BP) = warning for the day
- 2 BP = Final warning for the day
- 3 BP = 15 minute same day detention
- 4 BP = 30 minute same day detention
- 5 or more BP = 45 minute same day detention

## School Detention

They can be set for a number of reasons some of the most common are listed below

- **FOR HOMEWORK:** Any pupil failing to complete homework on time or completing homework to the required standard (incomplete tasks with gaps and evidently lack of effort/time spent on the task) will be issued a school detention (please refer to the homework policy for further details).
- **FOR BEING LATE:** A pupil will receive a detention for two late marks in a week on Form registers, being very late to a lesson or persistently late to lessons, which may be classed as truancy.
- **FORGETTING EQUIPMENT:** This includes school PE kit and any other equipment that will prevent them from fully engaging in lessons.
- **FOR OTHER ISSUES:** A pupil may also be referred to a school detention failing to follow any of the school expectations, (please refer to the Behaviour Policy).

The detention will be held in a designated room, to give pupils the opportunity to complete homework, complete a reflective task or continue with retrieval practice using their knowledge booklets. As a quiet session (talking only to address issues or queries with the teachers running the session and not with other pupils), it will be staffed by Faculty Heads and Heads of Year on a rota basis.

If a pupil fails to attend and was present in school, with no known reason, then their detention will be upscaled to a senior teacher detention by a teacher in the session by completing the register in class charts. In a small number of cases if a pupil is unable to complete her same day detention (following discussion with a parent or carer) the Head of year will reissue the detention for the following day. However, it will be made clear that this will be in addition to any behaviour points that are issued on this date.

## Senior Teacher's Detention

- A pupil may be referred to a Senior teacher's detention for failure to attend a school detention when present in school, or for more serious inappropriate behaviour (see behaviour policy).
- Sessions will be staffed by SLT on a rota basis and are held in classrooms, in silence. Teachers will remind pupils of detentions during period 5 everyday, although these reminders cannot be guaranteed. **Parents/Carers will be notified if their child has a detention via the class charts app on the day of the detention, pupils will also receive notifications via the app which they can view at the end of the school day.**
- Where possible, pupils will be collected for SLT detentions to ensure they attend.
- If a pupil fails to attend and was present in school they will be isolated the next day either Period 1,2 and break or Period 4, 5 and lunch and will complete a detention after school on that same day.
- If a pupil is absent they will be referred to the next session (or a parent may be contacted to arrange this earlier).

Any pupils not attending the SLT detention on a regular basis will be referred to the Headteacher and can expect escalated sanctions such as extended internal isolations and possible suspension in the most serious cases. All pupils are expected to attend detentions as an integral part of our behaviour management system. Where there are concerns contact will be made with parents/carers to discuss the school's expectations and next steps as appropriate.