



Exmouth  
Community  
College  
Academy Trust

## Detention Policy

<b>Policy Details</b>	<b>Date</b>
Policy Written	Graham Allen
Policy reviewed by Governors	Curriculum
Policy ratified by governors	14.06.22
Review Cycle	Annually
Policy Review date	Summer 2 2023

This policy is to be read in conjunction with the policy on Rewards and Sanctions.

## **Rationale**

At the College we have a well established rewards system which allows us to acknowledge the hard work and achievement of the vast majority of students.

There are however a small minority to do not conform to expectations and who do not adjust their behaviour after being warned.

The system of detentions allows staff to sanction persistent offenders.

## **Government policy**

The government has moved towards a stance where a school can issue after school detentions without warning. Our 'Ready to Learn' procedures have been clearly communicated to parents so they understand that a detention can be issued on the same day as poor behaviour.

## **Types of detention**

While most detentions in College fall under the 'Ready to Learn' system, there are other occasions where a detention may be given.

It is possible to issue the following types of detention:

- Staying behind at the end of a lesson (although it is not good practice to make a student late for their next lesson)
- Break time or lunchtime detention with a member of staff
- Break time or lunchtime detention with Head of Department / Head of Year
- Break time or lunchtime detention at a Key Stage office
- Early morning detention with HOY
- After college detention with staff, HOD, HOY, AP, DP or Principal.
- A 'Principal's Detention' - this can only be issued by the Principal and the timing is at the Principal's discretion (eg longer than one hour, held on Saturday morning)

## **Reasons for detention**

Detentions may be given for any of the following:

- Being sent to Ready to Learn (persistent low level disruption in class)
- Lateness (see guidance to tutors for morning reg)
- Failure to complete homework / coursework
- Lack of quality work
- Poor behaviour around the site
- Failure to meet College expectations

NOTE: Detentions are a consequence for individual behaviour patterns – whole class detentions are rarely appropriate and should not be issued without prior consultation with HOD /HOY /SLT.

## **Issuing a detention**

If a student is sent to Ready to Learn the RtL team will arrange a detention to take place during subsequent break times.

If issuing detentions outside of Ready to Learn, staff should make it clear to the student:

- Why they have been given a detention
- When the detention is to be held
- Where the detention is to be held

It is good practice to record this information in the homework diary.

Staff should maintain a written list of students they have called for detention, or keep a record in their mark book.

## **Recording Detentions**

If a student is sent to Ready to Learn the detention will be logged centrally in SIMS

If issuing other formal detentions (e.g after school) these should be logged on a student's record. This can be done in the following ways.

- Letters send home from Key Stage offices / Clerical Team
- Email SIMS office with details of the detention (Name, TG, Subject, Reason)
- Enter the information directly into SIMS (training available)

## **Conducting Detentions**

RTL staff will oversee Ready to Learn detentions.

Staff should ensure they are present at the venue. Uniform should be checked. They should register the students as they arrive and have the students sat in silence as they are spoken to or complete specific curriculum based tasks.

Students should be supervised at all times. Staff should be aware of any specific student needs (eg diabetes).

At the end of the detention they should dismiss the students in person.

## **Failure to attend a detention**

If a student fails to attend a detention (other than through illness) one of the following sanctions may be applied:

- Reorganising the detention
- Increasing the level of the detention (e.g change from 'lunchtime' to 'after school')
- Increasing the length of the detention (e.g 2 hour SLT detention on Friday)
- Student placed in internal for one day
- Fixed term exclusion (for refusing the authority of the College)

This policy should be read in conjunction with the Equality Policy. No one will unlawfully be disadvantaged on the grounds of age, race or ethnicity, disability, gender and marital status, gender identity, sexual orientation, religion or belief under the operation of this policy.

This policy is also compliant with General Data Protection Regulation.