



Dear Parent/Carer

Re: Detentions

Whilst our approach to behaviour management at SMRT is driven by good relationships, it is inevitable that a system of disciplinary consequences will, at times, be required to reinforce our expectations. This includes the use of after-school detentions as a consequence of behaviour which disrupts learning or undermines the good discipline of the school. I would like to take this opportunity to give clarity to all parents/carers on how this system will work moving forwards. The system is largely unchanged from how it has operated previously but I do want you to be aware of some minor adjustments to how it operates and ensure you are all aware of the processes that will be followed.

Issuing a detention

- If a student behaves in manner which is deemed worthy of a detention, a member of staff will issue one. This may be related to behaviour, attendance, punctuality or work/homework completion.
- Examples of behaviours which may result in a detention being issued are referenced throughout the Behaviour and Good Relationships Policy which can be found on [the Policies page of the school website](#).
- The member of staff will inform the department or pastoral administrator who will add the student to the detention list and send a communication to parents/carers via email/schoolcomms. The detention will be set for the earliest available date, ideally within 48 hours but giving parents/carers 24 hours notice.

Attending the detention

- Wherever possible, tutors will remind students that they have a detention that day during tutor time. This can be seen via the daily detention list or the fact that they will be highlighted in red on SIMS.
- Class teachers of Period 5 lessons will have access to the names of students in detention that afternoon via the daily detention list and/or the names being highlighted on SIMS registers. At the end of Period 5, the teacher will escort students to the detention which will be held in C4. This is a slight change to our current process and aims to ensure we have consistency in attendance and expectations. We have moved the location to minimise any potential for disruption to the detention.

The detention

- Will be held in C4, under the supervision of the Behaviour Managers with support from Heads of House/SLT as appropriate.
- The detention will be 45 minutes in duration except in exceptional circumstances. If the detention is shorter for any reason, parents/carers will be made aware of this in advance.
- During the detention, students will be given an opportunity to reflect upon the behaviour leading to the consequence as well as holding restorative/reconciliatory meeting with staff or other students where appropriate. Any other time in the detention will be spent completing Maths, English or Science work from standardised Key Stage workbooks.

Non-attendance/Expectations

- We expect all parents/carers to support detentions but recognise that certain circumstances may arise which make it necessary to rearrange e.g. medical appointments, family emergency etc...If this is the case, parents/carers must inform the school by emailing behaviourmanagers@smrt.bristol.sch.uk.
- If a student cannot attend a detention for a good reason, they will complete it at the next available opportunity (usually the following day).
- If a student fails/refuses to attend a detention, they will receive an escalated consequence – typically referral to Reset and Reflect. They will still be expected to complete the original detention.
- If a student does not meet the expectations of a detention i.e. poor behaviour they will receive an escalated consequence – typically referral to Reset and Reflect. They will still be expected to complete the original detention.

I appreciate that this is a lot of detailed information but it is vital that all stakeholders are clear on the processes and procedures to ensure they are effective in changing student behaviour. Obviously, the desire is that students avoid detentions by meeting expectations regarding behaviour, punctuality, attendance and work/homework completion. It is also important to reiterate that, at SMRT, we endeavour to reward and reinforce good behaviours for learning and that positive relationships and clear communication are fundamental to what we do.

Thank you for your on-going support.

Yours sincerely,

Mr S Shaw

Deputy Headteacher (Behaviour, Inclusion and Ethos)