

Appendix A – Ingleby Manor Free School and Sixth Form

<u>Sanction</u>	<u>Reason</u>	<u>Notes</u>
<p>1 hour detention with SLT</p> <p>C4 Missed Detention</p>	<ul style="list-style-type: none"> Missing/failing 30 min detention 	<ul style="list-style-type: none"> Restorative conversations with learning manager before 11.30am. Student will be issued with a blue sticker to inform of 1hr detention with SLT. Student to attend a 1hr detention with SLT on the next available day– using blue sticker in planner as passport. This is the student’s responsibility. Failure to attend would result in escalation to C5, ½ day in Reflection room and 1 hr detention with SLT. The detention will not be cancelled.
<p>C5 ½ Day in Reflection Room</p> <p>12pm – 3.30pm (P4-6)</p> <p>Tracker Tariff – 5 points</p>	<ul style="list-style-type: none"> Missing/failing 1hr detention Failing Matrix Walking away from SLT Failure to follow a reasonable request Failure to comply (including handing over a mobile phone) 	<ul style="list-style-type: none"> Restorative conversations with learning manager before 11.30am. Student will be issued with a red sticker to inform of Reflection. Student to attend at start of p4 (12pm) – using red sticker in planner as passport. This is the student’s responsibility. Failure to attend would result in collection and time in Reflection (until 3.30pm) PLUS a full day in Reflection the following day. The Principal may decide to refer for Reflection in another school for repeat occurrence.
<p>C5 Full day 9.30-3.30 (P2-6)</p> <p>Tracker Tariff – 5 Points</p>	<ul style="list-style-type: none"> Failure to complete ½ day effectively. 	
<p>Reflection in an alternative Academy – Alternative to FTE</p> <p>Tracker Tariff – 5 Points</p>	<ul style="list-style-type: none"> Swearing at a member of staff Violence or threatening 	<p>Please note this sanction is at the Principal’s discretion and may be a FTE if deemed more serious.</p> <ul style="list-style-type: none"> Reflection in an alternate school is to be used for instances where an FTE would have previously been used.

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	behaviour towards others <ul style="list-style-type: none"> • Breach of health and safety • Failure to complete RR (after two days) 	<ul style="list-style-type: none"> • Immediately following the incident, the student should not be in general circulation within the academy. They should be isolated as appropriate: Bridge, PLC etc. prior to their day in Reflection at an alternative school. • Student will attend Ingleby Manor as usual in the morning and be escorted to the alternative school. Student will be collected at the end of the school day unless they are to be collected by parent or carer. • If a student fails reflection due to non-compliance an FTE should apply. The Reflection day should then be repeated and will not be cancelled.
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Scenario 1

Student misses a detention	1 hr detention with SLT	Fails to attend detention.	½ day (p4-6) in RR 1 hr detention with SLT	Fails ½ day RR or fails to attend detention.	Full day (p2-6) in RR 1 hr detention with SLT
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Scenario 2

Student fails in RR ½ day	Spends remainder of day in designated space within the school	Completes full day (p2-6) in RR next day
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Scenario 3

Student fails in RR ½ day	Spends remainder of day in designated space within the school	Full day in RR (p2-6)	Fails full day in RR	Spends remainder of day in designated space	Complete RR at an alternative school
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Scenario 4

Student swears at a member of staff	Spends remainder of day in Bridge/PLC or alternative space in school.	Complete RR at an alternative school
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Scenario 5

Student swears at a member of staff	Spends remainder of day in Bridge/PLC or alternative space in school.	Spends a day in Reflection at an alternative school	If student fails Reflection at alternative academy –FTE	Repeat day in Reflection in alternative school. This will not be cancelled
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