



## **Discipline Policy**

At St. Edmund's we encourage the establishment of good teacher/ pupil relationships and support for the school's values through a system of rewards and sanctions which are designed to promote a calm, disciplined learning environment. Our system of rewards includes:

- Verbal praise and written praise for good work;
- Academic merits for both effort and achievement, which are celebrated in the classroom and in divisions/houses;
- Regular subject and year group prizes;
- Posting examples of excellent work in art/design, sports, and drama and concert achievements on the school's website, so that the community can celebrate success;
- Reports to parents; and
- Regular reporting by pupils to the Headmaster and other senior managers to celebrate attainment, effort and individual examples of achievement. Rewards include sweets (non-sugar options are available), donations to charity and non-edible reward items.

### **Sanctions for breaches of discipline that do not merit exclusion**

When poor behaviour is identified sanctions are implemented in line with the St. Edmund's behaviour policy. We have a range of disciplinary measures which include:

- A verbal reprimand from a member of school staff
- Reports to parents
- Written reflective accounts shared with parents and tutors
- Additional school work or repeating unsatisfactory work until it meets the required standard
- The setting of written tasks as punishments, such as writing essays
- Loss of privileges
- Missing break time
- School detention including during lunchtime and after school
- School-based service or imposition of a task - such as removing chewing gum or picking up litter under the supervision of a member of the pastoral team (gloves and relevant equipment will be provided)
- Regular reporting, including early morning reporting; scheduled uniform and other behaviour checks; or being identified for behaviour monitoring via Report Cards
- Extra physical activity such as running around the school's sports field

The teacher is responsible in the first instance for dealing with minor infringements, such as lateness, casual rudeness or disruption in class, and late or poorly completed work. He/she may impose any of the sanctions above such as the setting of additional work or the pupil may be required to re-do unsatisfactory work. Repetition of this behaviour will be reported to the Head of Department or the child's Tutor/Form Taker and may lead to the imposition of one of the sanctions listed above or another suitable disciplinary measure.

Minor indiscipline in class or other minor misdemeanours are reported to the pupil's Tutor/Form Taker, and may lead to a pupil being set a domestic task for a designated time, usually an hour.

More serious misdemeanours are reported to the pupil's Tutor, an Assistant Head or a Deputy Head, and may lead to the withdrawal of privileges for a designated period, usually up to one week, such as withdrawal of free time; detention; withdrawal of permission to visit the village (seniors).

Persistent lateness to lessons will be reported to the pupil's Tutor and may lead to a disciplinary sanction.

Repeated lateness (following warning and/ or punishment), or repeated indiscipline in class will be reported to the pupil's Tutor, an Assistant Head or a Deputy Head and may lead to withdrawal of free time privileges; monitoring of classroom behaviour through Report Card(s); and ultimately to temporary or permanent sanction under the school's Exclusion Policy.

Persistently poor academic performance may result in the Tutor requiring completion of a Report Card where a pupil's teachers to make written comments on his/her performance at the end of every lesson that he/she attends for a period of one or two weeks.

For cases of very serious indiscipline, or less serious offences, where repeated punishment has proved ineffective, the Headmaster may exclude a pupil temporarily in accordance with the school's Exclusion Policy. If temporary exclusion is ineffective, the school may be forced to exclude permanently the pupil.

### **Breaches of discipline outside of the school grounds:**

The school takes the conduct of its pupils outside of school grounds extremely seriously. A pupil's misbehaviour outside of school can be damaging to the reputation of both the pupil and the school. Where an incident is reported to the school of poor behaviour outside of the school grounds by pupils and the incident has not been witnessed by school staff, the school will take an evidence-based approach and/or talk to witnesses before identifying further action and any sanctions required for such behaviour.

The school will report to the police any activity which it believes may amount to a criminal activity which takes place either within the school grounds or outside of its grounds.

SEB, May 2026