

November 2017

Dear Parent /Carer

At Crown Hills we take the need for punctuality and good behaviour very seriously in order that all students may maximise their learning time.

We would like to remind all parents and students of our policies for sanctioning lateness and unacceptable behaviour.

The College's Attendance and Behaviour policies follow government guidelines and are fair and proportionate.

The Crown Hills' Behaviour Policy states:

- **Tutors may keep students until 3.30pm following afternoon registration to sanction and discuss issues surrounding uniform, lateness to school and behaviour for learning. Parents will not be contacted if a student is only kept until 3.30pm.**
- **If detentions issued by Faculties or Behaviour Support are due to go on after 3.30pm parents will be contacted by the College.**

All College policies are on the college website. Government guidance can be accessed on the following link.

<https://www.gov.uk/government/publications/behaviour-and-discipline-in-schools>
Behaviour and discipline in schools: guidance for head teachers and staff
(January 2016)

Whilst the majority of Crown Hill's students never receive an after-school detention, we do adhere to our attendance and behaviour policies to ensure our students become responsible and accountable young people.

I am sure that we can rely on your continued support.

If there is any reason why your child cannot stay for detention after 3.30pm please write to the Principal stating your reasons for his consideration.

Yours Faithfully,

Mrs. R Hill
Assistant Principal