



Sanctions ladder

Level	Exemplar Behaviour	Action	Responsibility
1	Low level disruption including but not limited to: - Uniform - Homework - Respecting environment - Lateness - Chewing gum - Persistent chat in class - Lack of equipment	- Verbal warning - Inform tutor - Restriction of privileges	Class teacher to inform tutor. Tutor to log incident on G-Drive document with supporting evidence of communication.
2	3 or more level 1 behaviours logged Inappropriate language / behaviours towards others	- Parents / Carers and SLT made aware by email. - Detention issued.	Class teacher or member of staff to inform tutor Tutor to log as Level 1 and inform parent & SLT SLT to manage detention
3	3 or more level 2 behaviours logged Lying Truancy Active defiance to staff Failure to attend a detention.	- Email to tutor / Nor and SMT - SLT Sanction - Parents informed via email and or phone call	Teacher to refer Tutor to record and inform parents SLT to issue a sanction
4	Including but not limited to: Bullying and/or discriminatory behaviour Theft Threatening / violent behaviour Consumption / possession of illegal substances Possession of a weapon ICT misuse Inappropriate sexual activity Vandalism / Damage to someone else's property	- Inform SMT / NOr - Parent / guardian formally informed firstly by phone call, followed up with formal letter - Intervention of external agencies as relevant - SLT sanction	Teacher to inform SLT SLT to inform tutor and formally inform parents SLT to issue sanction SLT to refer to external agencies