

ACTION & CONSEQUENCES



LEVEL 1 - ACTION

Be Prepared

1. Lack of/incorrect equipment/uniform/PE kit
2. Late to lesson/SAGE
3. No homework completed/handed in
4. Not meeting expectations regarding work completed

CONSEQUENCE

Issue uniform red card and log on Class Charts
 Verbal warning
 Extra work set repeating unsatisfactory work (home)
 24 hour extension to complete work

**Class Teacher
Tutor**

LEVEL 2 - ACTION

Be Respectful

1. Continuing to be late to lesson/SAGE
2. Bringing inappropriate items into school e.g. fizzy drinks, fidget spinners, slime
3. Disruption of learning/low level disruption
4. Inappropriate throwing of objects

CONSEQUENCE

10 minute after school workshop (same day)
 10 minute break or lunch workshop (same day)
 Removal of items and level set on Class Charts. If appropriate, take to Reception until the end of the day
 Level set and verbal warning given to student

**Class Teacher
Tutor**

LEVEL 3 - ACTION

Be Respectful

1. Repeat of level 2 incident
2. Inappropriate physical contact (not a fight)
3. Swearing/verbally abusive to students or in generally

CONSEQUENCE

After school department workshop 30 minutes
 Moved to another classroom
 Phone call home
 Next lesson in Department Inclusion (SL decision)
 On call called if SL feels incident warrants

**Class Teacher/
Tutor (working with
SLT on sanction but
teacher to call home)**

LEVEL 4 - ACTION

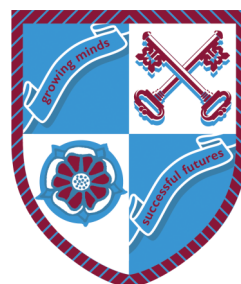
Be Respectful

1. Refusing/walking away from/swearing at an adult
2. Refusing to hand over phone/headphones/electronic device
3. Other disrespectful incident
4. Vandalism (dependant on level)
5. Refused on call
6. Lesson truancy

CONSEQUENCE

Phone call home to inform of incident and sanction set
 Whole school after school detention (45 minutes to 1 hour)
 Time spent in Departmental Inclusion
 Time spent in Reflection Room
 Time spent in Federation School Inclusion
 Additional time in Reflection Room
 If absent from lesson but has marks on SIMS, message or email VWT for 'on-call' investigation. If truancy is confirmed, VWT to move to after school detention

**Year Leader
(SAGE)
Subject
Leader**



LEVEL 5 - ACTION

Be Respectful

1. Vandalism
2. Refusal to follow Reflection Room procedures
3. Smoking cigarettes/vaping
4. Fight

CONSEQUENCE

Move to Seclusion hours in the Reflection Room

Year Leader

LEVEL 6 - ACTION

Be Safe

1. Bullying/cyber bullying
2. Homophobia/racism
3. Serious health and safety concern
4. Drugs and alcohol

CONSEQUENCE

Year Leader/Subject Leader referral to Senior Leadership Team

**Senior Leadership
Team**

BREAK, LUNCHTIME & INBETWEEN LESSONS

Any incident that happens at break or lunchtime should be reported to VWT or if between lessons should be dealt with by the Subject Leader of the relevant subject area