



Aspire & Achieve Together

Holcombe, Maidstone Road, Chatham, Kent, ME4 6JB | www.holcombegrammar.org.uk

Tel: 01634 830 083 | **Fax:** 01634 826 230 | **Email:** office@holcombegrammar.org.uk

Principal: Mrs J. Diaz BSc (Hons) NPQH

3rd October 2017

Dear Parent/Carer,

SAME DAY STUDENT DETENTION

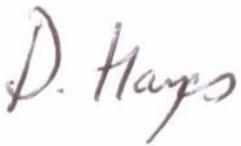
I write to ensure you are aware that we will, in certain circumstances, be issuing students with 'same day' after school detentions. Such detentions are currently issued to those students who do not arrive at school punctually but we will also now extend this to pupils who behave poorly and disrupt the learning of others. Students who are late to school in the morning, or who are late to lessons throughout the school day, will continue to be expected to attend detention that day between 3.05pm and 3.35pm in H13. Additionally, from 9th October students who fail to meet our very high expectations of behaviour throughout the day will receive a one hour detention and may be expected to attend detention on the same day, between 3.05pm and 4.05pm. We will allow teachers, should they wish, to set this on the day of their undesirable behaviour. Students will be reminded of their detentions and directed to attend by their Form Tutors. Parents/carers will be advised that their child has received a same day detention. All students who receive a same day detention will be allowed to contact home, should they wish, via the Holcombe Office.

We appreciate that, for a very small number of students, there may be reasons – particularly linked to transport issues – that mean a same day detention may cause particular difficulties when travelling home. If you believe your son/daughter would be unable to travel home should they be required to remain in school until 4.05pm then you should, in the first instance, write to or email the relevant Head of Year. The School Leadership Team will then consider each circumstance but it is anticipated that this will only affect a very small number of students. I have included the email addresses of each Head of Year below for ease.

The issues of poor punctuality and undesirable behaviour must be taken very seriously. When a pupil arrives late, they miss out on essential instructions given at the beginning of the lesson/school day. This reduces their chances of academic success. Poor punctuality can also cause social disruption – children and young people may feel uncomfortable and embarrassed arriving late to the classroom when everyone else is already settled. In fact, when one pupil arrives late it disrupts the teacher and the rest of the class, compromising everyone's learning. Poor and undesirable behaviour within class will not be accepted at our school. Such behaviour damages the learning of all students and can prevent our teachers and support staff from carrying out their roles effectively.

We look forward to your support with this measure, which is intended solely to ensure that all our students are able to enjoy and participate fully in lessons without disruption.

Yours faithfully,

A handwritten signature in dark ink that reads "D. Hayes". The signature is written in a cursive style with a large initial 'D'.

Mr D. Hayes (Assistant Principal – Pastoral)
david.hayes@holcombegrammar.org.uk

Heads of Year and contact details:

Miss R. Martin (Head of Year 7 and Year 8)
rebecca.martin@holcombegrammar.org.uk

Mrs K. Lee (Head of Year 9)
Katharine.holman@holcombegrammar.org.uk

Mr J. Still (Head of Year 10)
John.still@holcombegrammar.org.uk

Mrs T. Manning (Head of Year 11)
Tracy.manning@holcombegrammar.org.uk