



May 2019

Dear Parent/Carer

Re: Southchurch High School Formal Warnings

As a school we are delighted with the improvements our students have made in their behaviour and learning, as well as the progress they are making. We also believe that our students can achieve even more.

To further improve students' behaviour and their attitude towards learning, we operate a Formal Warning hierarchy. Students will be challenged for unacceptable behaviours and attitudes. They will be offered the support they need to improve their behaviour and attitude towards learning, but should this, or future intervention, prove unsuccessful it may result in those students' permanent exclusion from the school.

This procedure operates in conjunction with our existing procedures and sanctions.

Students with a positive approach to their schooling will be able to study, without disruption, in an environment that suits the ethos and vision of the school; enabling those students who work hard to achieve their potential and goals in life.

The table below indicates the process that is followed.

A letter will be sent home and kept on the student's file for every Formal Warning issued.

1st Formal Warning
2nd Formal Warning Student and Parent/Carer meet with their Head of Year (YSP meeting)
3rd Formal Warning
4th Formal Warning Student and Parent/Carer meet with a Senior Member of Staff (PSP meeting)
5th Formal Warning
6th Formal Warning Student and Parent/Carer meet with the School Governors' Behaviour Panel
7th Final Formal Warning Student and Parent/Carer meet with the Headteacher to consider the decision of a permanent exclusion from the School

If a Formal Warning is issued, continuous good behaviour for a period of six weeks will secure the removal of the Warning and you will be notified accordingly.

Should you have any queries relating to this process please refer in the first instance to your child's Head of Year.

Yours faithfully

S C Reynolds
Headteacher