



# Lady Hawkins' School

Kington - Herefordshire

Headteacher: Mr Paul Jennings M.Phil BSc (Hons)

19<sup>th</sup> November 2019

Dear Parent / Carer,

As we continue to reinforce the high expectations we have of our students here at Lady Hawkins' School I would like to remind all parents of our classroom behaviour procedure.

There may be occasions when there has been a serious breach of the school Behaviour Policy, or for health and safety reasons, a student can no longer remain within the lesson. In this instance the student would be seated in the appropriate Head of Department's classroom who would deal with any disciplinary actions.

If there is a repeat of this behaviour, or if the situation is serious enough, then the student would be collected by a member of the Senior Leadership Team. I feel that such unacceptable behaviour requires a serious and immediate consequence and I hope that I have your support in putting in place an afterschool detention which will finish at 4.30pm. You would be contacted as parents to let you know that your child would not be travelling home at their usual time. Repeat behaviour of this kind should be rare; however students should be aware that a third occasion is likely to result in fixed term exclusion.

If you would like to discuss this with me further then please feel free to contact me at the school.

Yours sincerely,

**Mr P Jennings**  
Headteacher