

HAVEN HIGH TECHNOLOGY COLLEGE

LATES SANCTIONS

Students arriving late to lessons, disturb the education of the rest of the class. Staff should admonish such students and ensure that they record the time late using e-portal and rounded to the nearest 5 minutes.

Tutors should hold detentions for students in their tutor group who are late to registration.

Punishment

- Students who accrue 20 minutes late or more in one day, will serve a detention at lunchtime the following day (20 minutes or 30 mins).
- Students who accrue three “20 minute late” detentions in one week, will serve a 1 hour detention after school on Friday.

NB the 20 minute threshold may be reduced to 15 minutes.

Management

- The Attendance Officer will print off a list of names of students who have 20 minutes or more lates.
- Staff will be informed of the names of these students
- Staff who teach these students period 4 will escort the students to Mrs Gale at the start of lunch
- Any student refusing to attend the detention will be isolated the next day (including 20 minutes at lunchtime).
- Any repeat offenders who refuse to attend the detention a second time, will serve a 1 day exclusion
- Students who accrue excessive lates may have further sanctions

