



November 2021

Dear Parent/Carer,

At Kelso High School we encourage our young people to follow three simple rules: Be Ready, Be Respectful and Be Safe. This is to encourage a positive learning environment where both your child and learning can flourish.

Our school Behaviour Blueprint sets out clearly our rules and the stepped actions that staff should follow if rules are not followed. As part of our Behaviour Tracking, staff are required to log occasions when your child:

- uses inappropriate language
- uses their mobile phone/iPad inappropriately
- does not attend class
- requires Time Out of a lesson
- behaves unacceptably in the corridor

Each Monday this 'log' data will be collated and a Groupcall email will be sent home detailing instances when your child has failed to follow Be Ready, Be Respectful, Be Safe. If your child has three, four or five instances that have been logged, they will be required to attend a detention the following day (Tuesday) at the start of lunchtime for 20 minutes. Students are recommended to bring a packed lunch or order a "grab and go" at break. The catering staff, however, will be aware that some students may be arriving later for lunch. This detention is designed to allow them the opportunity to work with a member of staff to reflect on how they can avoid these situations in the future.

For young people who have six or more 'logged' instances, they will be required to attend two detentions on both Tuesday and Thursday - at the start of lunchtime. Again they will work with staff to reflect on how they can avoid these situations in the future.

Failure to attend detention will result in after school and / or Friday afternoon detentions and / or a parental meeting.

Example of the 'Logged' Data

Name	A Student				
Groupcall Category	Inappropriate Language	Time Out	Mobile Phone/iPad misuse	Did not Attend Class	Corridor Behaviour
Number	0	0	1	1	1

We would be grateful if you could talk to your child and reinforce the importance of them making sure that they are always Ready to Learn, Respectful and Safe.

Many thanks for your support in this matter. If after receiving a Groupcall email, you wish to discuss any logged instance, please contact your child's Pastoral Teacher.

Yours sincerely,

Mrs J Lothian
Head Teacher

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