

# Prospect School

PROSPECT SCHOOL, READING

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Headteacher: Mr Philip Davies

Dear Parent/Carer

I am writing to update you regarding the next phase of our Ready to Learn initiative. You will probably remember that when this was launched last term we introduced a new rewards system that allowed pupils to gain VIVO points in recognition of excellent attitude to learning, producing outstanding work and for gaining 100% attendance in school.

This system has been going very well and we have had our second round of rewards assemblies this term. Many pupils have been awarded certificates based on the number of Ready to Learn points they have received. They have also been able to start using the VIVO points gained in the online VIVO shop.

After returning from the holiday (6<sup>th</sup> June 2016) we will be extending the Ready to Learn initiative further and introducing a restorative approach to the sanctions that are applied within the school. The system will aim to build on what we currently have in place but to ensure that any sanctions imposed are done quickly so they have maximum affect.

Obviously, any distraction in class leads to a loss of learning and as a school we want to ensure that this does not happen.

The new system for applying sanctions will be as follows:

If a pupil receives a detention for not meeting the Ready to Learn expectations, they will need to attend a fifteen minute detention after school on the same day. It will be their responsibility to ensure they attend. This session will be held in the school canteen. The member of staff who set the detention will also attend to have a conversation with the pupil to ensure that the issue is resolved and that a clear way forward is in place so that they are Ready to Learn for the next lesson

If a pupil does not attend the first detention, parents/carers will be contacted on the same day and the detention will be reset for thirty minutes after school on the following day. Again, this will be in the school canteen. Also, the conversation between the pupil and the member of staff setting the detention will take place.

If a pupil does not attend the second session, they will receive a one day Fixed Term Exclusion the next day – parents/carers will be contacted.

On the day the pupil returns to school they will need to attend a Ready to Learn Seminar before school with parents/carers. These seminars will be run by members of the senior leadership team. The aim of these seminars is to ensure that any potential barriers to learning are removed, before reintegration back to lessons and that the Ready to Learn expectations are clear.

Further to this, if a pupil receives more than three detentions in a week they will also receive a one day Fixed Term Exclusion. This, again will be followed by the need to attend a Ready to Learn Seminar with Parents before the pupil is reintegrated back into lessons

It is clear that on some occasions pupils will have a genuine reason why they cannot attend a detention, however this would need to be communicated to the school. Also, the best way for a pupil to avoid having an issue is to avoid getting a detention in the first place. Detentions for example will take priority over after-school sporting fixtures/extra-curricular activities

This new procedure will be explained to pupils in assemblies during the last week of this term. I would also be grateful if you could highlight the system as they need to be aware of the consequences of not meeting the Ready to Learn expectations. Pupils do not want to have a Fixed Term Exclusion on their school record as the school will be asked for references in the future.

Please do not hesitate to contact me if you have any questions regarding this process.

Yours faithfully

A handwritten signature in black ink, appearing to read 'M. Priddey', written in a cursive style.

Mr M. Priddey  
Assistant Head