

## CHILDREN & COMMUNITY

Executive Director: Harry Garland



Queen Margaret Academy  
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Our Ref:                      Your Ref:  
Date: 27 August 2012

Acting Head Teacher: Mr A Yule

Dear Parent/Guardian

In September 2011 Queen Margaret Academy launched its new discipline strategy.

The vast majority of pupils in Queen Margaret Academy consistently display sustained good behaviour, effort and application in the classroom and wider school community. Young people welcome recognition and praise for their willingness to work hard and contribute to the life of the school. For this reason, the main element of the school's *Maintaining Appropriate Behaviour* strategy is the establishment of a positive and constructive atmosphere in the classroom and wider school, permeated by recognition and praise of appropriate behaviour, effort and application.

Our system does not focus solely on dealing with indiscipline in the classroom but also with recognising and acknowledging good behaviour. The sanctions system goes 'hand in hand' with recognising appropriate behaviour.

Pupils are well aware of our ethos and expectation for behaviour and conduct. Our recognition of positive behaviour through a variety of 'rewards' has been implemented along with our approach to clearly and consistently deal with breaches of our code of conduct.

Clearly defined rules, consequences and rewards are central features of maintaining appropriate behaviour in Queen Margaret Academy. Further information about the school's discipline policy can be found on the school website [www.queenmargaret.sayr.sch.uk](http://www.queenmargaret.sayr.sch.uk)

We are currently beginning the formal process of evaluating this policy with pupils, parents and staff.

Much of the feedback we have received so far has been very positive, however, no system is perfect and we continuously strive to improve our procedures. Therefore, there has been one notable update to the system which is detailed below.

### **Positive Behaviour**

Pupils may be awarded Praise Postcards (merits) for consistently good behaviour, application, attainment or achievement. They will not receive a praise postcard every lesson or even every week; the number accrued is dependent on consistent and sustained behaviour and effort. Last session 12 pupils attained Silver Awards and 36 received Bronze Awards. Due to the number of Merits awarded to them, almost 50 pupils were rewarded with trips and activities.

## Negative behaviours

Punishment exercises (de merits) and detentions will be logged via our computerised tracking system. When more than 10 punishment exercises are issued in a term parents/guardians will be contacted. Parents/guardians should sign punishment exercises before they are returned to school (the day after issue). **If a detention is issued, parents/guardians will now be sent a text alert informing them. Detentions are not issued for minor breaches of indiscipline and we believe it important to keep you updated.** If more than 10 detentions are accrued pupils may be formally excluded.

The discipline policy we have implemented has ensured that positive behaviour has been rewarded and that instances of negative behaviour have fallen. This has ensured a more positive and conducive environment for learning.

Yours sincerely

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

W McMillan  
Depute Head