



Effingham Secondary School

TEL: 031-5640569

FAX: 031-5645831

Email : info@effinghamsecondary.co.za

EMIS NUMBER : 500127132

1 Devshi Drive, Effingham Heights, 4051

P.O. BOX 40205, RED HILL 4071

Website: www.effinghamsecondary.co.za

EXAM CENTRE NUMBER : 5411217

SCHOOL POLICY

DETENTION POLICY

Discipline issues at Effingham Secondary have been on the increase over the past few years. The poor conduct and behaviour of some learners is having a negative impact on the ethos of the school. It has become necessary to implement further actions in the way we handle contraventions to the Code of Conduct. A Detention Programme is to be implemented at the school.

Please be informed of the following details

The Detention Programme is designed to help correct the following transgressions of the School's

CODE OF CONDUCT :

- 1 Absenteeism for trivial reasons and without written explanation from parent
- 2 Late coming
- 3 Absconding classes
- 4 Disruption of classes
- 5 Dress code violation
- 6 Any other violation deemed necessary by the Management of the school

THE LEARNER WILL BE GIVEN A DETENTION SLIP ONLY AFTER THE FOLLOWING ACTIONS HAVE BEEN PERFORMED :

- 1 Learner is given a verbal warning
- 2 Verbal warning not respected, then educator sends home a form for parent to sign.
- 3 Telephone call to parent or call parent in for a meeting - in the event above does not put right the transgression or the offence is repeated

DETENTION TO BE HELD ONCE A WEEK ON A TUESDAY AFTERNOON FROM 14:35 TO 15:15 IN YOUR OWN ROOM. ON A TUESDAY THE SECOND REGISTRATION WILL BE AT THE END OF THE DAY.

Learners are not to complete homework or study during this period; they can introspect or read only.

The period of detention may be increased to an hour if we find the half hour to be insufficient.

You will receive a return slip, as included below. Please ensure that it is signed by yourself and returned to school.

We sincerely hope to have your support in this endeavour to curtail the discipline problems at the school and to ensure that all learners are given the opportunity to work in an environment conducive to maximising the educational opportunities offered at the school.

Detention Notification / Parent Return slip

Name of Parent : _____

Dear Parent

Further to your child being given a verbal warning, a violation of Code of Conduct note being sent home and a telephonic call made to you, your child has still not corrected the errant behaviour.

Please note that your child _____, Grade _____ will serve detention on Tuesday, ____/____/____ until 15:15.

The aspect of the Code of Conduct transgressed is _____
Please make the necessary transport arrangements for your child.

Signature of Learner : _____ Date : ____ / ____ / 2018

Signature of Parent : _____ Date : ____ / ____ / 2018

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