



CRANLEIGH
PREPARATORY SCHOOL

BOARDING REWARDS AND SANCTIONS POLICY

In the boarding house the children are treated with kindness and they invariably respond to reasonable requests to behave in a civilised way – just as they do at home. If and when the need arises however, we operate a ‘home style’ rewards and sanctions policy, which is separate from school ‘carrots’. The boarders are ‘at home’ and within reason their punishment/rewards should not spill over into their school day. For example, being disruptive during boarders’ film – miss the film; persistent talking after lights out - early to bed the next night. It is a matter of respecting those around you and being part of the boarding family, the same as in any family.

We do expect a level of cleanliness, tidiness, kindness and respect from the boarders without reward but, they are also rewarded in a variety of ways. Examples of these are: tidy dorm prizes, good person rewards – where points are given via the boarding house ‘tick’ system, in-house games and the ultimate reward of being made a Boarding Leader. It is important to note that parents are informed of good behaviour as well as bad.

Punishment is kept to a minimum and is only used as a last resort. Discipline is firm and fair. Children break the rules and make mistakes for all sorts of reasons, and we should show compassion and discretion to judge the best option for each individual. The priority is to keep the students on track and allow them to learn and develop within the school community.

It is essential that all members of House Staff adhere to the House rules, laid down by the Head of Boarding, and treat all of the boarders in the same way. Consistency is key to maintaining a happy and secure family atmosphere. If the children are treated differently by different members of staff this leaves the children confused and unsure of where the boundaries lie.

It is important to spend time talking to the boarders but also to spend time listening. The evening meetings, toast/muck time are all ideal opportunities. Sometimes it is necessary to be aware of what is not being said and also of body language.

A typical stepped approach might include:

Negative behaviour reported in the behaviour log on Google Docs and (when necessary/relevant) in the Pastoral Module. Boarding staff decide appropriate action and sanction.

If poor behaviour persists, there are 3 further stages:

- Stage 1: Houseparent/matron involved speaks to the pupil and reports behaviour to Head of Boarding. A decision is then made whether to involve parents. The Headmaster, the pupil's tutor and the Head of Year Group will be informed.
- Stage 2: Parents called in to discuss problems and behaviour targets are written down, the student must meet and sustain these targets. The Headmaster, the pupil's tutor and the Head of Year Group will be informed and a note made on Pastoral Module.
- Stage 3: Sanctions may involve letter to/meeting with parents and suspension from boarding. The Headmaster would be involved at this stage.

If all the above steps have been taken and the student has not responded by correcting their behaviour then exclusion may be necessary. This will always involve the Headmaster and be used as a last resort.

E.T. Batchelor
Head of Boarding
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