



4th September 2025



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thegainsboroughacademy.org.uk

THE GAINSBOROUGH ACADEMY

Sweyn Lane, Gainsborough, DN21 1PB ☎ 01427 612411

HEADTEACHER: Mrs R Skelton

Dear Parent/Carer

Welcome back to the new school year. I hope that you have all had a good summer.

As we start the term, I wanted to take this opportunity to remind you of some key behaviour actions and update you on what will happen this year should your son/daughter be sent to sanctions.

Form tutors will continue to be your first point of contact for any queries you have regarding your son/daughter. This year they will be taking more of a lead with monitoring positive and negative behaviour and sharing updates with you as parents. Any questions please contact them. If you telephone school and request a call back staff will aim to do this within 48 hours. If form tutors have any concerns about a student's behaviour they will place them on form tutor report and will inform you.

When students are in lessons staff will continue to use warn, move and remove as our graduated response within lessons. To clarify these are:

- Warn - an initial warning will be given about a behaviour concern to the student. This will make clear to the student what the concern is
- Move - the student will be moved to another seat within the lesson and given a further opportunity to correct the behaviour.
- Remove - if the behaviour continues the student will be removed from the lesson and be sent to sanctions

If a student is sent to sanctions, they will be expected to complete work around their behaviour and when ready continue to work on their lesson through google classroom.

A text message will be sent home identifying that they have been sent to sanctions.

Any student sent to sanctions will be expected to complete a thirty-minute detention on that day and will be collected from lessons by a member of the pastoral team or senior leadership team and escorted to their detention. The member of staff who sent them to sanction will attend the detention to have a restorative conversation and agree any changes which need to be made ready for the next lesson. The member of staff will also contact home to discuss with parents the reason for the sanction.

Please be aware that if a student arrives more than 5 minutes late to any lesson they will also be sent to sanctions. Attendance and punctuality to lessons is key to ensuring students maximise their attainment.

Should a student not complete their thirty-minute detention they will be issued with a one hour after school detention, you will be notified of this via text message. Should this detention be missed the student will be given a one day internal exclusion. This holds the same weight as a suspension and as parents you will be asked to attend a re admit meeting with a member of the pastoral team following the internal exclusion.

We are currently reviewing and updating our rewards policy and this will be based on students gaining effort and praise points (CFPs). I will write to you again in the next few weeks with this update. Proud podium will continue to take place each week.

Should you have any questions or concerns please don't hesitate to contact myself or Miss Rose (Assistant Headteacher - Behaviour)

Yours sincerely

Rachael Skelton
Headteacher

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