

## Sanctions and Rewards

Here is what it says in the Pupil Handbook (addressed to them)

**Rewards** Pupils should try to do well at Aldenham and there are rewards as well as sanctions.

Gold	A good mark given for good work or helpful and constructive behaviour
Commendations.	Given for particularly good work or helpful efforts.
Good Work Book.	Pupils with 3 Commendations in a half term sign this book kept by the Headmaster who then writes to your parents.
Effort cups.	Presented to pupils & Houses with the best scores. Book token prizes may also be given.
Visitation Day prizes.	Awarded for effort and attainment

**Sanctions** These are the penalties you get at Aldenham if you break the rules. (Solution: don't break the rules!) They're in place to remind you how important the rules are for everyone to be treated fairly and safely at Aldenham. Look at this list carefully. If you do get a sanction, at least make sure you know what you're supposed to do.

If you are not sure why you've been punished, ask politely why. If you feel you have been treated unfairly, you can say so politely to your teacher or to your House Tutor or Housemaster/Mistress.

**Blue.** A mark given for poor work, failing to do work or for poor behaviour.

Blues are written into homework diaries for your Tutor and parents to see  
Four blues in a week normally mean a detention.

**Detention.** For four blues or for something too serious for a blue. Detentions are done on Friday after School. Your Housemaster/Mistress or House Tutor will tell you when to do these. You **MUST** go to them. If you have an activity or match, speak to the Deputy Head **before** the detention. These detentions will cause a letter to be written home to your parents.

Occasionally staff will give you a detention outside the blues system. If this is after school you will get 24 hours notice for your parents. For very serious offences, detention can be on Saturday afternoon or Sunday.

Satis.	This is a timetable form which you have to have signed by the staff who take you during a week to say that your work and/or behaviour has been good enough. The form is also seen by your House Tutor or Housemaster/Mistress or your parents every day.
Lines or essays.	You must do these by the time a teacher tells you.
Green	A short written essay from a School Prae.
Community service.	This can be litter duty or some other form of tidying up or gardening.
Letter home.	Serious offences or persistent bad behaviour will be made known to your parents.
Temporary exclusion.	Only imposed by the Headmaster or Deputy Head for serious offences.
Permanent exclusion.	Only imposed by the Headmaster for the most serious offences of all.

## Praise and Commendation

(Director of Studies)

Good work and/or effort should be awarded a **"GOLD"**. This is done by using the pupil's work diary, entering a "G" in the bottom of the right hand page of the week concerned. Again a reason and should be given and the award should be initialled. For very good work or effort a COMMENDATION ('C') should be given. This can be done with the same procedure as above. After three Commendations have been achieved in a half term, a pupil sees the Headmaster. His or her name will be written into the Good Work Book and the Headmaster will write to parents. There is a cup awarded on a termly basis to the House with the most Commendations. There are also termly prizes for effort. Some departments have the policy of naming and rewarding a "student of the month". If a member of staff think that a student has been particularly worthy of praise for an item of work or in any other way then can ask for a letter of commendation to be sent home. The request is made to the Director of Studies specifying who is given it, and why and when.

In the Sixth form teachers can also praise or share their concerns with the student's parents using the letters available on the teachers network drive. These are for the Sixth form only and are found in the Sixth Form folder. Simply chose the spreadsheet for "Concern" or "Commendation" and enter the details required. These are the date, the student's name your initials and the information you wish to be included in the letter. These are produced by a mail merge. The written information supplied forms part of a sentence that begins "In particular" and so the comment should begin with a small case letter. The Common Room Secretary produces these letters each Friday of term. The Head of Sixth Form then checks and signs them and copies are sent to the parents, the Head of Department and the Housemaster or mistress concerned.

Golds and Commendations are an effective tool for motivating students. Colleagues often feel that a student has to do something extraordinary for one to be awarded. This need not be the case. "Golds" should be awarded much more often than the corresponding sanction "Blues".

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