



SEDBERGH SCHOOL

Behaviour, Rewards & Sanctions Policy	
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Effective from	April 2026
Extent of Policy	Sedbergh Senior School
Policy Owner	Senior Deputy Head (Pastoral)
Governance	Education Committee
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The School endeavours to instil its values of humility, ambition, resilience and kindness, and thereby encourage and nurture good behaviour amongst its pupils at all times. This is done through the spiritual and moral standards set by all the staff and the senior pupils. In the classroom good behaviour is the responsibility of the teacher. In the Houses each House team expects pupils to be helpful, supportive and caring members of their community. On the games field, team captains and coaches appreciate the need to nurture good behaviour and maintain Sedbergh's good name as a place of kindness and respect. The reward for good behaviour is the happy and caring community that Sedbergh is known for. This policy should be considered in line with other School policies for Child Protection & Safeguarding (including child-on-child issues), Counter-Bullying, and IT Acceptable Use (which is appended to the E-Safety Policy).

The School is a community based firmly on the values of humility, ambition, resilience and kindness, and all members of the community must do their part to establish and maintain:

- trust
- honesty
- high expectations of behaviour
- high standards of achievement both in and out of the classroom
- good manners and courtesy
- care, concern and consideration for others
- selflessness
- the appreciation of diversity
- total commitment to its Counter Bullying Policy and Safeguarding Policy

Rewards

The good behaviour, achievements, and endeavour of pupils are recognised and celebrated in a variety of ways across the School.

- In Houses, staff and senior pupils make a point of recognising positive behaviours and achievements informally and regularly. They do this through praise and encouraging words to pupils who demonstrate positive values, and staff may also contact parents or give small individual or tutor-group treats to mark particular progress or successes.
- Teachers may award **academic merits** for work that illustrates commendable academic effort or attainment
- Teachers may award **service merits** for exceptional helpfulness or service to the School
- Pupils can be awarded Sedbergh Certificate points for extra-curricular academic endeavour
- The award of **merits** is announced daily in Houses at evening roll-call
- **Colours** for academic, sporting and cultural activities are awarded throughout the School year
- **Average effort grades** from School reports are published after each report cycle and those pupils with the best effort grades are widely acknowledged throughout the School with Bronze, Silver and Gold Certificates presented in year-group meetings.

Higher Rewards

- Following the publication of each report and assessment period, achievement and endeavour are both acknowledged and rewarded in assemblies.
- After each reporting cycle, Heads of Year forward names to the Deputy Head (Academic) of the most deserving pupils from that cycle. These pupils are invited to a **commendation lunch or reception** with the Headmaster and senior staff.
- In full School **assembly** every Monday, the Headmaster will reward individual pupils and groups or teams for their achievements, by ensuring they have the School's recognition and applause.

Sanctions

Sanctions are explained to all new staff and pupils with the intention that they are applied consistently and transparently. In all instances an attempt is made to understand why pupils behave in certain ways and appropriate support is offered to anyone affected by poor behaviour. All staff endeavour to guide pupils to strive for the highest standards of behaviour and thus avoid sanctions wherever possible.

- In Houses, behaviours which fall below expectations are addressed informally with individuals or groups of pupils with a view to bringing about improvements. House staff may require pupils to do supervised prep, help with House-based tasks, complete appropriate reflection tasks, or be House Gated for a fixed period in order to acknowledge that changes are required. The outcome of these informal in-House sanctions should be that the pupil's behaviour improves. If the poor behaviour persists, the formal School behaviour tariff will apply.
- Teachers may raise an **academic concern** for poor or incomplete prep, or if a pupil is struggling to some degree in class. These carry no sanction but are simply to raise awareness of the issue.
- A culpable failure to complete prep, the repeated submission of poor prep or a culpable failure to prepare for a test, will result in the pupil being placed in a morning **academic detention**. These detentions take place from 7.30am to 8.00am in Room 27 and are staffed by senior members of staff. Pupils who fail to attend academic detention a second time and without a valid reason will be placed in the next **Saturday night Detention**.
- Pupils who are recorded as **late to lessons, activities or games** and have no valid reason, will be asked to present themselves to the member of staff in charge of **Academic Detention** the following morning at 7.30am. They will then be allowed to return to Houses. If they forget, they will be placed in **Academic Detention** for the following morning.
- For poor appearance, improper behaviour or for being ill-equipped to learn (amongst other things, please see the table below), pupils may **receive endorsements** from their teachers.
- Any sanctions are discussed daily at evening roll call.

0 endorsements	2 endorsements	4 endorsements	8 endorsements
Failure to bring correct equipment	Repeated failure to bring correct equipment		
	Non-regulation appearance / uniform	Persistent non-regulation appearance / uniform	

0 endorsements	2 endorsements	4 endorsements	8 endorsements
	Low level disobedience / disruption	Persistent disobedience / disruption	Serious disobedience / disruption Dangerous behaviour
	Failure to respond to House sanction	Persistent poor behaviour in House	Serious poor behaviour in House
	Chewing gum	Persistent / repeated use of chewing gum	Vaping / smoking / breaches of rules on alcohol and prohibited substances
		Misuse of an electronic device	Serious misuse of an electronic device including deception by handing in a fake phone, or unauthorised use of a device after lights-out
		Truancy from games, activities, extra lessons, assembly	Truancy from lessons / Chapel
		Unacceptable interactions with peers	Serious unacceptable interactions with peers

*These are recorded, but do not contribute to accumulations of endorsements

**Lateness for lessons, activities and games results in an early-morning sign-in with the Deputy Head (Academic)

Support

Tutors will routinely monitor all rewards and sanctions and discuss these with their tutees throughout each week. Tutors may then request additional support where appropriate whereby Heads of Year may then intervene by placing a pupil on academic or behavioural report. This process will usually last a week and will require pupils to meet daily throughout that week to discuss their progress with their Head of Year. Pupils on academic or behavioural report will also attend support sessions on Wednesday or Thursday afternoons with their Head of Year.

Head of Year Detention

If a pupil receives four sets of 2 endorsements, they will be placed in a Head of Year Detention, a period of silent supervised study from 4.30-5.45 on a Thursday afternoon.

Higher Sanctions

Any serious breach of the School Rules, which may include incidents such as bullying, serious misuse of social media, or bringing or consuming spirits/alcohol in School, is likely to result in suspension from School as a minimum sanction. Similarly, any pupil found to be vaping may be asked to take a drugs test and repeat offenders, or those who supply vaping equipment, are likely to be suspended from School. Please see relevant policies for further details.

If issues are serious or a pupil receives two sets of 4 or a single set of 8 endorsements, a member of SMT may also wish to discuss these incidents with the pupils. In such circumstances, the member of SMT will consistently apply sanctions (i) or (ii) from the following list, or recommend sanctions (iii) to (v) to the Headmaster.

(i) **Saturday night detention**

Supervised silent study in uniform from 7.30pm until 9pm (Years 9 & 10) or 7.30pm until 10pm (years 11-13).

(ii) **Senior Deputy Head's gating**

Daily meetings with a Senior Deputy Head whilst also House gated.

(iii) **Headmaster's gating**

Twice-daily meetings with a Senior Deputy Head whilst suspended from all activities bar lessons and Chapel.

(iv) **Suspension**

Temporary removal from School.

(v) **Exclusion**

Permanent removal from School.

Housemasters and Housemistresses will inform parents of the incidence and reasons for the level (i) or (ii) sanctions above.

The Headmaster's office will inform parents of the incidence and reasons for level (iii) sanctions or above as soon as is reasonably possible.

Other

- The School has zero tolerance of any abusive behaviours and all allegations of sexual violence, sexual harm, discriminatory or online abuse will be investigated by a member of SMT. If found guilty, perpetrators may be suspended or excluded from School.
- Any incident involving prohibited substances or the drinking/supply of spirits is likely to result in suspension from School as a minimum sanction. Similarly, any pupil found to be vaping may be asked to take a drugs test and repeat offenders, or those who supply vaping equipment, are likely to be suspended from School.
- In light of government guidance on the use of internet-enabled devices in schools, the misuse of technology is a serious matter. This is due to the significant implications for pupil welfare and safeguarding. Any inappropriate use of technology, particularly any unauthorised use of devices overnight, will be addressed promptly with serious School sanctions and the confiscation of devices.

- Housemasters/mistresses or members of SMT may decide to House gate a pupil for a defined period.
- On the rare occasion when a pupil's behaviour has not been acceptable a contract might be drawn up between the pupil, parents and the School.

The School's policies on behaviour and discipline, current at the time and published on the School website, apply to all pupils at the School and at all times:

- when the pupil is in or at School (including when engaged in online or remote learning)
- representing the School or wearing School uniform
- travelling to or from School
- on School-organised trips or associated with the School at any time.

The policies shall also apply at all times and places in circumstances where failing to apply this policy may affect the health, safety or wellbeing of a member of the School community or a member of the public, have repercussions for the orderly running of the School or bring the School into disrepute.

Searching & confiscation

Sedbergh School adheres to the following guidance which is outlined below:

[Searching, screening and confiscation in schools - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/searching-screening-and-confiscation-in-schools)

Searching

- School staff can search a pupil for any item if the pupil agrees.
- The Headmaster and staff authorised by the Headmaster have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. Prohibited items are:
 - knives or weapons
 - alcohol
 - illegal drugs
 - stolen items
 - products containing harmful substances, such as nicotine or tobacco, cigarette papers or any vaping equipment
 - fireworks
 - pornographic images
 - any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the pupil).

Confiscation

School staff can seize any prohibited item found as a result of a search. They can also seize any item, however found, which they consider harmful or detrimental to School safety or discipline.

The use of reasonable force

In its commitment to safeguarding and promoting the welfare, dignity and rights of all children, including those in boarding and those with special educational needs and/or disabilities (SEND), the School employs a preventative, proportionate and child-centred approach to behaviour management across both day-school and boarding contexts.

We are committed to:

- prioritising prevention and de-escalation through positive behaviour support;
- ensuring staff are appropriately trained for both classroom and boarding contexts;
- avoiding the use of force except where no effective alternative is available;
- ensuring interventions are proportionate to the risk and tailored to the individual;
- recording, reporting and reviewing all incidents in line with statutory expectations;
- informing parents promptly following significant incidents;
- safeguarding pupils from harm, trauma or degrading treatment, and upholding their dignity.

The use of restrictive interventions is subject to robust oversight and governance, and is consistent with safeguarding duties under Children Act 1989 and Education and Inspections Act 2006. As such, staff must report and record all incidents involving the use of restrictive measures via CPOMS. The DSL and DDSs should always be alerted to any use of restrictive measures to enable incidents to be reviewed, and parents will be informed.

We recognise that, in exceptional circumstances, the use of reasonable force may be necessary to prevent a pupil from:

- causing harm to themselves or others;
- committing a criminal offence;
- causing serious damage to property; or
- seriously disrupting good order and discipline.

Any use of force to manage the behaviour of children will be lawful, reasonable, proportionate and necessary, and all staff must be aware that it should be used only as a last resort.

This policy reflects the requirements of [Restrictive interventions in schools](#), which replaces previous guidance on reasonable force. The School adopts the broader framework of restrictive interventions, including physical restraint, seclusion, or any intervention that restricts a pupil's liberty.

These expectations apply at all times, including evenings, overnight and off-site activities.

SEND Considerations

We recognise that children with SEND may be more vulnerable to distress and may require reasonable adjustments. In line with Equality Act 2010, we ensure that children's behaviour is

understood in the context of individual needs identified in their SEND profile. Restrictive interventions should only be used where absolutely necessary and staff should make every effort to make adaptations to minimise harm and distress with children's SEND profile in mind. We do not support the routine use of restraint and will never use force as a punishment.

Dr J M Burns
Senior Deputy Head (Pastoral)
April 2026

Appendix 1

School Prefects' & Heads of House Privileges

School Prefects and Heads of Houses, are invited to join SMT and/or HSMs for informal events such as meals, quizzes or drinks on the School campus or off-site locally. When the invitation is made, pupils should check that their Housemaster/mistress is happy for them to attend and they should sign out of the House at the agreed time. Pupils should at all times comply with the School Alcohol Policy and report back to their Housemaster/ mistress at the agreed time and sign back in.

School & House Prefects' Sanctions

It is acknowledged that there may be times when Prefects can support the School's rules and behaviour policy by applying appropriate sanctions to a pupil who has broken rules or not followed instructions while the Prefect has been carrying out their duties. Examples of offences for which such sanctions can be given include:

- Being late for roll call
- Talking or inappropriate behaviour during roll call
- Misbehaviour during prep
- Being late for bed
- Excessive noise or being out of bed after lights out
- Failure to do assigned duties

Process

1. The Prefect informs pupil of sanction.
2. The Prefect informs HSM of sanction. HSM will authorise sanction, adjust the sanction or cancel the sanction as appropriate.
3. The HSM records the sanction as a House note in iSAMS.

Appropriate sanctions include:

- (a) performing extra duties in the house such as helping with laundry, cleaning, or litter-picking
- (b) reading and providing a written summary of a newspaper article.
- (c) writing an essay about the importance of good behaviour/manners/core values, etc.

Behaviour, Rewards & Sanctions Policy – Action Points

UNDERTAKING	BY WHOM
Explain behaviour and sanctions policy to new staff.	Senior Deputy Head (Pastoral)
Explain behaviour and sanctions policy to new pupils.	Pupil's Tutor
Discuss disciplinary situations with the pupil concerned	Pupil's Tutor
Ensure Tutors discuss disciplinary situations with pupil concerned	HSMs, Heads of Year
Discuss disciplinary situations with the pupil concerned if involving Senior Deputy Head gating, Headmaster's gating, suspension or exclusion.	Senior Deputy Head (Pastoral) or Senior Deputy Head
Inform parents of a pupil of disciplinary situations where appropriate, and always in the case of Saturday Night Detention, Senior Deputy Head gating, Headmaster's gating, suspension or exclusion.	HSMs
Formally inform parents of the details where a pupil has undergone Headmaster's gating, suspension or exclusion.	Headmaster
All instances of the use of reasonable force will be immediately reported to the Senior Deputy Head (Pastoral) in writing for inclusion in the "Incidences of the Use of Reasonable Force" book.	All staff