

## REWARDS AND SANCTIONS

### Rewards

- Helpful behaviour and good manners are rewarded with a Merit, which can be given by any member of staff, and recommended by any prefect. Merits count one house point.
- Good work is rewarded with a Credit, which also counts one house point. Merits and Credits are entered by the child in her Planner and initialled by the member of staff giving the award.
- Particularly good work can be rewarded with a commendation, which counts three house points. Commendations are entered in the child's planner, initialled by the teacher, and the planner is taken by the child to the headmaster or deputy head, who will also initial the child's planner. A sticker is signed by the pupil and placed on the house board.
- Commendations may also be earned in the Music Department, who have their own system of points which count towards a child's house points.
- There are prizes for ten commendations (which may accumulate during a child's time at Queen Mary's) and for gaining a given number of house points in a term (the number depends on the length of the term). These prizes are given at Mark Reading at the end of term.

### Sanctions

Children are encouraged to develop self-discipline. Most cases of poor behaviour can be dealt with by a conversation between the child and a prefect or member of staff. Minor punishments which "fit the crime" may be given by a prefect or member of staff (helping to tidy up, clearing up at mealtimes, etc). More severe sanctions need, however, to exist, even if they are seldom used:

- If a child consistently fails to do work set to an adequate standard, her teacher will arrange for her to do the work under supervision during her free time during the school day.
- Demerits may be given by any member of staff, for persistent poor work or anti-social behaviour. They are entered in the discipline book in the staff room, which is regularly seen and initialled by the deputy head. A Demerit counts as minus one house point. A Demerit will usually (but not invariably) be preceded by a warning.
- Detentions may be awarded for exceptional misbehaviour. The teacher giving the detention or the deputy head will arrange for the child to do the detention in her free time during the school day. Detentions are entered in the discipline book in the staff room and count as minus 3 house points. Detentions take priority over all other activities.

All Credits, Merits, Commendations, Demerits and Detentions (if any) are summarised on each child's end of term report.

The Headmaster and Deputy Head would always be involved in any case of such poor or anti-social behaviour that it required more than a demerit or detention, and would discuss the case with the parents of the child. Any case which may lead to suspension or expulsion would be notified to the governors.