IIS.1011.2013

10th October 2013

Dear Parents / Guardians,

I am writing to you with regards to the PDfL (Positive Discipline for Learning) policy that the Tenby International School, Ipoh is currently trialling. This system aims to support existing codes of conduct and expectations through creating clarity and consistency for staff and students.

The policy works off two basic principles: negative behaviour needs to be sanctioned, and likewise, positive behaviour needs to be rewarded. The policy makes clear the expectations of students in order that they are aware of how to avoid sanctions and receive rewards, thus becoming a model student with a positive attitude to learning and excellent around school behaviour. It is our belief that with positive behaviour comes positive results – and we wish for all students at our school to achieve their upmost potential.

As part of this system students will receive verbal warnings in lessons when behaviour is not as expected, which will lead to written comments in your child’s planner should they not take that opportunity to rectify their behaviour. Written comments also result in detentions. Sanctions will also be issued for:

- Swearing = Immediate written comment – no verbal warning given.
- Chewing gum = Immediate written comment – no verbal warning given.
- Incorrect uniform = Immediate written comment – no verbal warning given.
- Mobile phone out during school time = Lunchtime detention and written comment in planner.
- Failure to submit homework = Lunch time detention and written comment in planner.
- Plagiarism = After school detention, work redone, contact with parents.

In order that you can monitor your child’s behaviour I have detailed below the codes that will appear in your child’s planner when written comments are issued.

B = Behaviour, e.g. talking at inappropriate times
E = Effort, e.g. laziness or lack of work
P = Punctuality, late to a lesson
K = Kit or equipment
M = Mobile phone out in lesson

More than 5 comments in a week will result in a form tutor lunchtime detention being given. Students who consistently fail to meet the expectations of the school will be placed on report in
order to help them monitor and modify their behaviour. Parents / Carers will always be contacted in order to inform them of this.

As discussed, alongside negative comments and detentions for negative behaviour, students are also now rewarded with stamps for positive behaviour which count towards house point totals. Between 2 and 5 students are rewarded per lesson with one stamp each for ‘going above and beyond’.

After half term, an additional rewards system is going to be launched called ‘caught being courteous’ whereby students can also be rewarded for positive behaviour outside of lessons.

Alongside stamps counting towards house points totals, students will also receive certificates when they reach milestone stamps totals (bronze, silver, gold and platinum) which can be used for students’ records of achievements. Students who achieve the highest stamps totals in each year group will also be given an additional prize. These certificates will be given out each half term in a ‘Rewards Assembly’ which will aim to recognise the wide ranging achievements of the students in the school. In this assembly, certificates will also be given for attendance and outstanding contribution to learning in the different subject areas, amongst other achievements.

We hope that you find these procedures positive and please do not hesitate to contact me if you have any questions.

Yours sincerely,

Miss Nikki Sullivan
Key Stage Coordinator
Curriculum Area Leader Expressive Arts and Technology