

Headteacher: Mr Richard Millard
BEd (Hons), MA, NPQH
Mark Rutherford School
Wentworth Drive
Bedford MK41 8PX



MARK RUTHERFORD SCHOOL

April 2019

Dear Parent/Carer

We have recently reviewed the way we set detentions and how we alert you about them taking place. As a result we will be starting a new process after Easter.

Teachers will let you know when a detention is set by sending an InTouch email; this will include the reason, the date and time.

The detention process will be as follows:

- In line with incidents identified within our behaviour policy, an initial detention will be set by the class teacher - this will be 30 minutes;
- Failure to attend this detention will result in Head of Department detention for 45 minutes, whereby we will try to remind the students and where possible, collect them, and;
- Failure to attend the Head of Department detention will result in a Thursday Leadership detention from 2.55pm-4.30pm.

Students unable to stay due to catching the school bus will be expected to attend these detentions on a Tuesday or Thursday at lunch time. We hope this will improve attendance to detentions and improve parents understanding about why these detentions are taking place. Please be patient during the initial few weeks as we embed this new process.

We will also expect students to arrive at school at 9.10am and go straight to their tutor room for a 5 minute registration on Tuesday 23rd April. This will give us an opportunity to welcome them back and check they have remedied any uniform concerns from before the Easter break.

We would like to take this opportunity to wish you a restful and enjoyable Easter.

Yours faithfully

Ms K Hughes
Deputy Headteacher