



## **School Memo Revising and Updating Lunch and After School Detention Policy**

In order to offer outstanding learning experiences for all, students at All Saints Catholic Academy are expected to follow their teacher's classroom rules as well as those put forth for the Schools of the Diocese of Albany. The school recognizes that students need to grow and mature. Part of growth involves making positive academic and behavior choices. In the event that a student's choices are contrary to All Saints Catholic Academy's expectations and standards, they will be held accountable and consequences will be imposed. Assignment of time spent during lunch and recess, as well as, serving an after school detention may be two such consequences. The purpose of detention is to impress upon students the fact they are responsible for their behavior and completion of their work.

### **Reasons for After School Detention include but are not limited to:**

**Academic:** Grades 4-8: Late homework or incomplete work.

After school detention will be assigned when a fourth incomplete or late assignment occurs in any subject and for each subsequent late or incomplete assignment.

### **Behavior:**

All students in K through 8<sup>th</sup>: Repetitive disruptive behavior that interferes with instruction or safety to others may result in an assigned detention.

Under normal circumstances, a student will be given a warning, receive a consequence in the classroom, be assigned time-out, or possible other in-school (lunch detention) consequences before being assigned an after school detention due to poor behavior. However, if the behavior is severe enough or a pattern of poor behavior has been established, the student may be assigned a lunch or after school detention without a prior warning.

### **Lunch and Afterschool Detention Procedures:**

1. A Lunch or After School Detention Notice will be sent home to inform the parent of the problem. Parents are to sign the notice and send it back to school the next day.
2. When a student is asked to take a Detention Notice home and the student fails to return the signed form the next day, an additional day of detention may be assigned. If the form is not returned signed, the student will be expected to stay in lunch or afterschool detention until the required signed document is returned or a parent/teacher conversation has occurred.
3. Lunch Detentions are served until the 4<sup>th</sup> incident. After school detention is to be served on the 4<sup>th</sup> and subsequent incidents. In-school suspension will be assigned when repetitive lunch and after school detentions have not led to corrective behavior(s).
4. Students will be assigned to after school detention from 3:00 P.M. to 3:45 P.M.
5. Detention will be held in the middle school classrooms. Teachers will rotate the supervision.
6. If a student skips an assigned detention period for any reason other than illness, an additional detention will be assigned. After two skipped detentions, in-school suspension may be assigned.
7. All students must pre-arrange transportation home.
8. Students are to report to detention with assignments and/or study materials.

**This updated policy was added to the Student & Family Handbook May 2014**

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