



Policy	DETENTION POLICY			
Policy Ref No	EDUPOL 051			
Policy Section	OWNERS / DIRECTORS / MANAGEMENT / TEACHERS			
Date	Prepared by	Version	Approval Date	Review Date
06 February 2018	Derrick Venter	2018.1	06 February 2018	February 2019
12 February 2018	Gershon Aitchison	2018.2	12 February 2018	February 2019
25 February 2020	Gershon Aitchison	2020.1	25 February 2020	25 February 2021

This policy is to be read in conjunction with EDUPOL005, with reference to vision, mission, legislative framework, definitions and acronyms contained therein, and the annexures attached hereto. **The term detention and community service are interchangeable where applicable.**

Detention: Detention at EDU INC is less punitive and more instructive in nature. It provides learners an opportunity to complete work that was not completed, study for tests that were not studied for or to develop an appreciation and pride for their school community and local. **Detention may take the form of community service.**

Detention times:

Detention will be held every Friday afternoon after school for two consecutive hours from 14:15 – 16:15. Detention will start with 15 minutes of picking up litter around the school yard accompanied by the overseeing teacher. Thereafter the learners will return with the observing teacher to the detention venue, where he/she will be given work to complete.

Community Service times:

Community service will be held **during breaks and for an hour** after school (14h00 – 15h00 OR 15h00 – 16h00 Time table permitting). Community service will be conducted under the supervision of the school care taker or cleaner. The duration of community service will vary depending the severity of the misbehavior.

Detention rules:

- Work given to learners must be completed within the given time.
- No eating allowed.
- No talking allowed.
- No standing or walking around.
- No assistance allowed from the observing teacher, as this is not an intervention.
- Learners may not be let out early.

Actions that warrant a detention or community service:

There are two types of actions that warrant a detention, academic and behavioural.

Academic (detention):

- Learners who have not done homework will receive negative house points. A repeat of this offence will warrant a detention.
- Learners who do not have their books in class will receive negative house points. A repeat of this offence will warrant a detention.
- Learners will receive negative house points for any late submission. A repeat of this offence the following day will warrant a detention.
- Learners who do not hand in study notes for any test or examination will immediately be issued with a detention.
- Learners who obtain a mark below 50% for any type of assessment (tests, assignments etc.) will immediately be issued with a detention. Learner will redo the assessment in detention and submit to the relevant teacher. Resubmission mark will not replace the original (failed) mark.
- **Learners who obtain more than -25 points in a week are eligible for Detention or Community service.**

Behavioural (community service):

- Learners who exhibit negative behaviour inside and outside the classroom such as littering, disrespect towards peers, late for class, speaking out of turn, interrupting or being disruptive in class will receive negative house points. A repeat of this offence will warrant a detention.
- Learners who blatantly disrespect a teacher (talk back to the teacher in a disrespectful manner or call a teacher by his/her first name) will immediately be issued with a detention.
- Learners who are caught humiliating other learners inside or outside of class will immediately be issued with a detention.
- Learners who are caught bullying another learner, physically or verbally, will immediately be issued with a detention.

- Learners who obtain more than -25 points in a week are eligible for Detention or Community service.

Teacher overseeing detention:

Please refer to weekly teacher duty rotation list, ~~as the teacher that is on break and gate duty that week will also be~~ to see who the assigned detention teacher is overseeing the detention for that week.

Procedure when detention has been given:

After issuing a detention, the teacher is to ~~email Mr Venter (or teacher in charge of the detention portfolio)~~ Ms. Timbe (admin@eduinc.co.za) ~~academic support teacher~~ immediately with the following details:

- ~~Learner's name and surname.~~
- ~~Detailed reason for detention being issued.~~

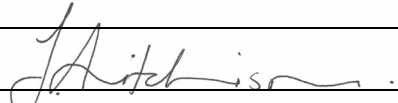
A teacher issues detention on the EDU INC teacher homepage tiny.cc/eduinc home page

At the ~~Thursday~~ student affairs morning staff meeting ~~Mr Venter (or the teacher in charge of the detention portfolio)~~ will discuss the detentions / community service with the staff for purpose, clarity and fairness for the following week Friday detention. Once the staff are satisfied with the purpose, clarity and fairness of the detention issued ~~Mr Venter (or the teacher in charge of the detention portfolio)~~ will instruct Ms Timbe (admin@eduinc.co.za) to email the parents with the details. This gives the parents and students a week to make arrangements to attend the detention / community service.

~~Please remember to cc Mr. Venter (derrick@eduinc.co.za) into this email. He will then notify the teacher on duty once the detention date has been confirmed.~~

Any queries regarding detention should be addressed to Mr. Venter ~~(or the teacher in charge of the detention portfolio).~~

Signed at Fourways on this the 6th day of February 2018.

Director		Director	
Name	Gershom Aitchison	Name	Jacqueline Aitchison