

House:

Year Group:

Reason for Detention:

Outline **why** you have received this detention -- explain what happened and how it happened.

Outline the **rights and responsibilities that were not followed** and resulted in this incident – refer to page 16 of the Diary. Outline **how others were affected** by your actions – consider students, staff, parents and yourself.

[illegible]

What have you learnt as a result of this action?	What needs to happen to make this situation right ?

What can you do so that this does not happen again ?	If the same situation happens again, outline how you could act differently ?

This form will be given to the issuing detention teacher for a follow up conversation.

Comment by issuing teacher regarding conversation:

Issuing teacher signature:

Date:

Student signature:

Date:

Issuing teacher is to return this form to the Assistant Principal Pastoral Care within 24 hours of the follow up conversation being completed.
Thank you.