



Portlethen Academy – Expectations of All

In Portlethen Academy to 'be the best we can be' we:

- Are respectful to everyone in words/actions. **(Respect All)**
- Allow everyone to learn.
- Arrive on time for all lessons, are prepared and work hard. **(Learn and Improve)**
- Learn new skills and make the most of opportunities. **(Get Involved)**
- Take pride in our school and local community.
- Appropriately use mobile devices.
- Are dressed appropriately.

(Think of the Consequences)

Class Level	Verbal Reminder Change of Seat / Time Out etc. Restorative Conversation
Faculty Level	Referral to Faculty PT Faculty Lunchtime Reflection / Restorative Conversation with Faculty PT + Class Teacher
	Faculty PT to send letter home Faculty Monitoring Log PT Guidance involved as required
SLT Level	Referral from PT to Year Head Year Head to arrange meeting PT Guidance involved SLT Monitoring Log
	Year Head and Parents/Carers to meet with Head Teacher for next steps.

Significant concerns can be escalated