

26 August 2026

Dear Parents and Carers

Further to my previous communication regarding Uniform, I would also like to share with you some important updates regarding our new Behaviour Policy ahead of September. At Montsaye Academy, we believe that every child deserves to learn in a calm, safe and purposeful environment. We would like to thank you and all our students and staff for everything they do to support us in this ambition so that our young people can make the most of each lesson, every day.

Both our Uniform Policy and Behaviour Policy policies are built around this and two guiding principles:

1. That every student at Montsaye Academy is entitled to disruption free learning
2. That students demonstrate good character by showing Respect, Honesty and Compassion

To ensure that we continue to fulfil these principles, we are making the following amendments to the policies. The full behaviour policy is attached with key changes summarised below.

Changes to Removals:

Whilst many students show exemplary behaviour, as you know we have clear policies around what happens when they fail to meet our behaviour policy. As set out in the updated policy, students will always be given a clear warning before removal from their lesson is considered. This warning is an opportunity for a student to correct their behaviour and make the right choice to prevent lesson disruption.

To achieve our goal of every lesson being free from disruption, we are changing our approach to lesson removals. Please see the new approach below:

- If a student is removed Period 1, they spend P1, 2 and break in the 'Remove Room'.
- If a student is removed period 2, they spend P2, break and P3 in the 'Remove Room'
- If a student is removed period 3, they spend P3, P4 and lunch in the 'Remove Room'
- If a student is removed period 4, they spend P4, lunch and P5 in the 'Remove Room'
- If a student is removed P5, they spend P5, P1, P2 and break in the 'Remove Room' the following day

Changes to Repeat Removals:

From September, we will be strengthening our current position surrounding repeat removals from lesson. If a student is removed from lessons twice in one day, this will result in two days spent in our Internal Suspension Room. The reason for this is that being removed from lessons twice in one day represents two significant instances of the learning of other students being disrupted.

Behaviours	Sanction
2 removes in a day (some students may be on an adapted policy)	2 Days Internal Suspension*
2 removes in a week (some students may be on an adapted policy)	1 Day Internal Suspension



Self-Removal/Truancy

Internal Reflection

**refusal to attend may result in a suspension where reasonable and proportionate*

To be clear, where a student may be removed from a lesson, they will continue to carry out learning in Removal, Internal Reflection or Internal Suspension room. Our priority through this Policy is always to maximise great teaching and learning and to support students to do the right thing through clear guidance and expectations.

In applying this policy, Montsaye Academy considers its duties under the Equality Act 2010 regarding relevant characteristics protected by that act, notably disability. It also considers the needs of pupils with special educational needs in accordance with the SEND Code of Practice. Any reasonable adjustments will be discussed with families and students and shared with staff.

Thank you for your cooperation and ongoing support of our school.

Yours Sincerely,

Mr J McLellan

Vice Principal – Pastoral