



7<sup>th</sup> September 2011

Dear Parents,

Re: Behaviour / Discipline

The staff and I hope, that as in the past, you will be satisfied that most behaviour matters can be dealt with in school.

If a child receives a yellow or red card during a school day, a colour corresponding letter will be sent home in order to keep parents fully informed.

If a child is spoken to with regard to, an incident, which does not require a yellow or red card letter, will be sent home.

All letters will have a reply slip at the bottom for parents to return to school to confirm that the information has been received and to give the option for parents to come in and discuss the matter further, or to allow the school to deal with it as appropriated.

We hope that this will further strengthen links between Home and School.

Yours sincerely

*S. D. Hutchinson .*

**Mrs S. D. Hutchinson**  
**Headteacher BEd**



**RED CARD NOTICE**

**Date:** \_\_\_\_\_

**Name of Child:** \_\_\_\_\_

**Dear Parents,**

\_\_\_\_\_ has received a Red Card today for the following:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signed:** \_\_\_\_\_

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**REPLY SLIP**

**I have received the information with regard to the Red Card given to:**

**Name of Child:** \_\_\_\_\_

**Please tick as appropriate.**

- I am happy for the school to deal with this matter.**
- I would like to make an appointment to discuss this matter further.**

**Signature of Parent / Carer:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**YELLOW CARD NOTICE**

**Date:** \_\_\_\_\_

**Name of Child:** \_\_\_\_\_

**Dear Parents,**

\_\_\_\_\_ has received a Yellow Card today for the following:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signed:** \_\_\_\_\_



**REPLY SLIP**

**Name of Child:** \_\_\_\_\_

**I have received the information with regard to the Yellow Card and am happy for the school to deal with this matter.**

**Signature of Parent / Carer:** \_\_\_\_\_ **Date:** \_\_\_\_\_



**Date:** \_\_\_\_\_

**BLUE CARD NOTICE**

**Dear Parents**

**I am writing to inform you that I have spoken to \_\_\_\_\_ today.**

**The reason for this being \_\_\_\_\_**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Staff Signature:** \_\_\_\_\_



**REPLY SLIP**

**Name of Child:** \_\_\_\_\_

**I have received the information with regard to the Yellow Card given and am happy for the school to deal with this matter:**

**Signature of Parent / Carer:** \_\_\_\_\_ **Date:** \_\_\_\_\_