



Exclusion Policy

Implementation date- 2017

Review date- 2020

Exclusion Policy

Rationale

This document deals with the policy and practice which informs the Academy's use of exclusion. It is underpinned by the shared commitment of all members of the Academy community to achieve two important aims; to ensure the safety and well-being of all members of the Academy community and to maintain an appropriate educational and happy environment in which all can learn and succeed.

Introduction

The decision to exclude a pupil will be taken in the following circumstances:-

- (a) In response to a serious breach of the Academy's Pupil Behaviour Policy;
- (b) If allowing the pupil to remain in Academy would seriously harm the education or welfare of the pupil or others in the Academy.

Exclusion is an extreme sanction and is only administered by the Principal or in the absence of the Principal the nominated teacher in charge on that day.

Exclusion, whether fixed term or permanent may be used for any of the following, all of which constitute examples of unacceptable conduct, and are infringements of the Academy's Pupil Behaviour Policy:

- Actions which put the pupil or others in danger.
- Verbal abuse to Staff and others
- Verbal abuse to pupils
- Physical abuse to/attack on Staff
- Physical abuse to/attack on pupils
- Indecent behaviour
- Damage to property
- Misuse of illegal drugs
- Misuse of other substances
- Theft
- Serious actual or threatened violence against another pupil or a member of staff.
- Sexual abuse or assault.
- Supplying an illegal drug.
- Carrying an offensive weapon.
- Arson.
- Unacceptable behaviour which has previously been reported and for which sanctions and other interventions have not been successful in modifying the pupil's behaviour.

This is not an exhaustive list and there may be other situations where the Principal makes the judgment that exclusion is an appropriate sanction

The law allows for two types of exclusion:

Fixed period exclusions

If a pupil has seriously broken Academy rules or allowing them to stay in school would seriously harm their education or welfare, or the education or welfare of other pupils, they may be excluded for a fixed period of time (usually up to five days), with a date set of when they can return to school.

A pupil may be excluded for one or more fixed periods, up to a maximum of 45 days in a single academic year. For a fixed period exclusion of more than 5 school days, a Pastoral Support Plan will be drawn up. This needs to be agreed with the Academy, pupil and parents.

Where the pupil is to be at home, parents are advised that the pupil is not allowed on the Academy premises, and that daytime supervision is their responsibility as parents/guardians.

Following exclusion parents are contacted immediately where possible. A meeting will be called or a letter sent by post giving details of the exclusion and the date the exclusion ends. Parents have a right to make representations to the Principal and Governing Body.

A “return to school” meeting will be held following the expiry of the fixed term exclusion and this will involve the Principal or a member of the Senior Leadership Team and other staff where appropriate.

Permanent Exclusion

The decision to exclude a pupil permanently is a serious one. If necessary, a series of fixed term exclusions can be made to allow time for all options to be explored and for an emergency review to be arranged. Only after all parties have agreed that all options have been discussed and exhausted, will the Principal take the decision to exclude permanently.

There are two instances where permanent exclusion may be considered:

The first is a final, formal step in a concerted process for dealing with disciplinary offences following the use of a wide range of other strategies, which have been used without success. It is an acknowledgement all available strategies have been exhausted and is used as a last resort. This would include persistent, repeated and defiant misbehaviour as listed in the examples in the above ‘fixed period’ section.

The second is where there are exceptional circumstances and it is not appropriate to implement other strategies and where it could be appropriate to permanently exclude a pupil for a first or ‘one off’ offence. Such an offence might include:

- Serious actual or threatened violence against another pupil or a member of staff.
- Sexual abuse or assault.
- Supplying an illegal drug.
- Carrying an offensive weapon *.
- Arson.

*Offensive weapons are defined in the Prevention of Crime Act 1953 as "any article made or adapted for causing injury to the person; or intended by the person having it with him for such use by him."

If the Academy feels that police involvement is necessary for specific and serious offences, this will be considered by the Principal and all parties involved.

These instances are not exhaustive but indicate the severity of such offences and the fact that such behaviour seriously affects the discipline and well-being of the Academy.

Parents or carers will be notified of the exclusion immediately and will receive further details of reasons for the exclusion in writing.

Discipline and physical contact

Teachers cannot and will not punish pupils physically, but can physically restrain pupils using reasonable force where it's necessary to stop a pupil injuring him or herself or someone else, damaging property or causing serious disruption.

Further Information

Exclusion will not be imposed instantly unless there is an immediate threat to the safety of others in the Academy or the pupil concerned.

The Principal must notify the Governing Body and the Local Authority of a permanent exclusion, fixed term exclusions exceeding more than 15 days in a school and/or when it will result in the pupils missing a National Curriculum Test.

For all other exclusions the Principal must notify the Governing Body and Local Authority once a term.

The Governing Body has a duty to consider parents' representations about exclusion and has a duty to convene a meeting to consider the reinstatement of a pupil:

- If the exclusion is permanent
- If it is a fixed period exclusion which takes the pupil total to more than 15 days in the term.
- If it would mean the pupil would miss a national curriculum test, or;
- If the parent / carer requests a meeting when the pupil has been excluded from school for more than 5 but not more than 15 in a term.

The governing body, after listening to everyone's views can either:

- Uphold an exclusion
- Direct re-instatement of the pupil immediately or by a certain date.

The Governing Body may delegate their functions with respect to the consideration of an exclusion decision to a designated sub-committee consisting of at least 3 governors.