



**Exclusions Policy
2016**

Pupil Exclusion

Date	Review Date	Coordinator	Nominated Governor
Jan 2016	Jan 2018	Mrs G Mulhall	Mr Paul Lane

We believe that pupil exclusion is best defined by the Education Act 2002 as ‘to exclude on disciplinary grounds’ and must be either a fixed term or permanent exclusion. In the school’s behaviour policy, the GB has stated that pupil exclusion is a sanction that will be used only in appropriate circumstances.

Therefore, we acknowledge that a pupil will only be excluded following serious breaches of discipline or if the safety of pupils and school personnel would be harmed if the pupil remained in the school.

The Head Teacher and members of the Disciplinary Committee are fully acquainted with the Department for Children, Schools and Families (DCSF) guidance Improving Behaviour and Attendance: Guidance on Exclusion from Schools and Pupil Referral Units (September 2008).

Aims

- To only use exclusion as a last resort, as stated in the school’s behaviour policy, except when an immediate exclusion is appropriate.
- To have in place early intervention systems to deal with bad behaviour.
- To maintain full-time provision for permanently excluded pupils.
- To have in place systems to reinstate excluded pupils as soon as possible.
- To establish good working relations with parents / carers of pupils who have been excluded.

Procedure

Role of the Governing Body	<p>The GB has:</p> <ul style="list-style-type: none"> ▪ delegated powers and responsibilities to the Head Teacher to ensure all school personnel and visitors to the school are aware of and comply with this policy; ▪ responsibility for ensuring funding is in place to support this policy; ▪ responsibility for ensuring policies are made available to parents; ▪ nominated a link governor to visit the school regularly, to liaise with the coordinator and to report back to the GB; ▪ responsibility for the effective implementation, monitoring and evaluation of this policy
The Role of the Head	<p>When making the decision to exclude the Head will:</p> <ul style="list-style-type: none"> ▪ Undertake a thorough investigation into the alleged incident by looking at all the evidence that is available.

	<ul style="list-style-type: none"> ▪ From the outset keep a written record of all the stages of the investigation plus signed witness statements. ▪ Listen to the pupil's version of what happened. ▪ Check whether the alleged incident was provoked by racial or sexual harassment and to take into account any breach of the school's equal opportunities policy. ▪ If he thinks it is necessary, the Head will consult with other relevant people other than those who might be later involved in reviewing this incident. ▪ Look at alternatives other than exclusion such as: <ul style="list-style-type: none"> - Internal exclusion by removal to another class - Restorative justice - Mediation - A managed move ▪ Decide on the length of the exclusion; <ul style="list-style-type: none"> - Fixed or - Permanent ▪ Inform parents immediately. ▪ Report the exclusion to: <ul style="list-style-type: none"> - The Disciplinary Committee - The Local Authority
Fixed Term Exclusion	<ul style="list-style-type: none"> • In any one school year the Head is allowed to exclude a pupil for one or more fixed term periods but not exceeding 45 school days. • During this period of exclusion the school will continue to provide education for the pupil and plan for the pupil to be reinstated after the exclusion period has ended. • Once a decision has been made parents will be informed by telephone and then by letter. • When informing parents the school will use model letters from the (DCSF) guidance 'Improving Behaviour and Attendance'.
Informing the Discipline Committee and the LA	<ul style="list-style-type: none"> • Within one school day the Head will inform the Discipline Committee and the LA of a pupil's exclusion.
The Role of the Discipline Committee	<ul style="list-style-type: none"> • The Discipline Committee will: <ul style="list-style-type: none"> ▪ Review all exclusions. ▪ Consider any representations from parents. ▪ Take the following into account when making a decision about exclusion:- <ul style="list-style-type: none"> - special educational needs - disabilities - gender - cultural differences
Liaison with	<ul style="list-style-type: none"> • Every effort will be made to seek parental / carer co-

Parents	operation at all stages
Permanent Exclusion	<p>A pupil may be permanently excluded if:</p> <ul style="list-style-type: none"> ▪ All other strategies have failed. ▪ The offence was a serious one-off offence such as: <ul style="list-style-type: none"> - serious, actual or threatened, violence against a pupil or a member of the school personnel; - sexual abuse or assault; - supplying an illegal drug; - carrying an offensive weapon; - or any other serious offence
Reporting	<p>Annually the Head will report the following to the GB:</p> <ul style="list-style-type: none"> ▪ The number of exclusions ▪ The type of exclusions ▪ The outcome of each exclusion
Monitoring the Effectiveness of the Policy	<p>Annually the effectiveness of this policy will be reviewed, or when the need arises, and the necessary recommendations for improvement will be made to the governors.</p>