



St Edward's Church of England
Primary School

Exclusion Policy

October 2016



EXCLUSION POLICY

1.0 Rationale

This policy is an appendix of St Edward's Primary School's Behaviour Policy; it deals with the policy and practice which informs the School's use of exclusion. It is underpinned by the shared commitment of all members of the School community to achieve a very important aim:

to ensure the safety and well-being of all members of the School community, and to maintain an appropriate educational environment in which all can learn and succeed.

2.0 Introduction

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

- in response to a serious breach of the School's Behaviour Policy;
- if allowing the student to remain in School would seriously harm the education or welfare of the pupil or others in the School.

2.2 Exclusion is an extreme sanction and is only administered by the Head Teacher (or, in the absence of the Head, the member of the Senior Leadership Team who is acting in that role).

2.3 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 Behaviour Policy:

- unacceptable behaviour which has previously been reported and for which School sanctions and other interventions have not been successful in modifying the pupil's behaviour;
- verbal or physical abuse of other pupils or school staff;
- aggression towards other pupils leading to the possibility of physical or emotional harm;
- indecent behaviour.

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

3.0 Exclusion procedure

- 3.1 Most exclusions are of a fixed term nature and are of short duration (less than five school days).
- 3.2 The Department of Education (DfE) regulations allow the Head Teacher to exclude a pupil for one or more fixed periods not exceeding 45 school days in a single academic year, or permanently.
- 3.3 The Governors have established arrangements to review promptly all permanent exclusions from the School and all fixed term exclusions that would lead to a student being excluded for over 15 days in a school term or missing a public examination.
- 3.4 The Governors have established arrangements to review fixed term exclusions which would lead to a student being excluded for over five days but not over 15 days in a school term where a parent has expressed a wish to make representations.
- 3.5 Following exclusion, parents are contacted immediately where possible. Parents will receive a letter giving details of the exclusion and the date the exclusion ends. Parents have a right to make representations to the Governing Body and the LA as directed in the letter.
- 3.6 Work will be provided by the class teacher.
- 3.7 During the course of a fixed term exclusion where the pupil is to be at home, parents are advised that the pupil is not allowed on the school premises, and that daytime supervision is their responsibility, as parents/guardians.
- 3.8 Where the excluded pupil is of compulsory school age, parents are advised that, for the first five school days of an exclusion, they are legally required to ensure that their child is not present in a public place during school hours without reasonable justification, and that parents may be given a fixed penalty notice or prosecuted if they fail to meet this requirement.
- 3.9 A return to school meeting will be held following the expiry of the fixed term exclusion and this will involve a member of the Senior Management Team and other staff, where appropriate.

4.0 Permanent Exclusion

4.1 The decision to exclude a student permanently is a serious one. There are two main types of situation in which permanent exclusion may be considered:

- i. the 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 that all available strategies have been exhausted and is used as a last resort. This would include persistent and defiant misbehaviour including bullying (which would include racist or homophobic bullying).
- ii. when a serious criminal act has been committed, the school will involve the police in any such offence.

Exclusion Policy

Approved by Teaching and Learning Committee:

Chair of Teaching and Learning Committee

Date

Head Teacher

Date

Approved by Full Governing Body:

Chair of Governors

Date

Head Teacher

Date