

# EXCLUSION OF PUPILS POLICY

FOR

ST.ANDREW'S COF E PRIMARY SCHOOL / FEERING COFE PRIMARY  
SCHOOL (ASAT)



	NAME	CONTACT DETAILS
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Date: ..... Signed: .....		

**Background:**

This policy informs the School's use of exclusion. It is underpinned by the shared commitments below:

1. To ensure the safety and well being of all members of the school community, and to maintain an appropriate education environment in which all can learn and succeed;
2. To realise the aim of reducing the need to use exclusion as a sanction.

**School Aim:**

We want our school to be a happy, safe place where we can work and learn together. Where expectations of what constitutes good behaviour are clear and pupils feel they are respected and show respect to others and their environment. We aim to promote positive behaviour management and to be proactive in creating an atmosphere conducive with effective learning.

**Procedures:**

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

- a) In response to a serious breach of the school's Behaviour Policy
- b) If allowing the pupil to remain in school would seriously harm the education or welfare of other persons or the pupil him/herself in the school.

Exclusion is an extreme sanction and is only administered by the Headteacher. Exclusion, whether for a 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 school's Behaviour Policy.

- 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 school sanctions and other interventions have not been successful in modifying pupil's behaviour.

This list is not exhaustive and there may be other situations where the Headteacher makes the decision to exclude as an appropriate sanction.

At times the decision might be made to make an internal exclusion as part of a Risk Assessment.

## Exclusion Procedure

Most exclusions are fixed term and between 1 and 3 days. The DfE regulations allow the Headteacher to exclude a pupil for one or more fixed periods not exceeding a total of 45 school days in any one school year.

The Trustees have established arrangements to review promptly all permanent exclusions from the school and all fixed term exclusions that would lead to a pupil being excluded for more than 15 days in a school term or missing a public examination.

The Trustees have established arrangements to review fixed term exclusions which would lead to a pupil being excluded for more than 5 days but not more than 15 days in a school term where a parent has expressed a wish to make representation.

Following exclusion parents are contacted immediately where possible. A letter will be dropped off by hand or posted that day giving details of the exclusion and the date the exclusion ends. Parents have a right to make representation to the Trust Board and the Local Authority as directed in the letter.

An integration meeting will be held on return to school and this will involve a Senior Member of staff. One Plan or protocol, may also be drawn up and a Risk Assessment if required. These will both have a review date.

During that term of the fixed term exclusion where the pupil is to remain at home, parents are advised the pupil is not allowed onto the school premises, and daytime supervision is their responsibility.

## Permanent Exclusion

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

1. 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 exhausted and is used as a last resort. This would include persistent and defiant misbehaviour including bullying, or repeated possession and/or use of an illegal drug on school premises.
2. 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. These might include:
  - Serious actual or threatened violence against another pupil or member of staff
  - Sexual abuse or assault
  - Supplying an illegal drug
  - Carrying an offensive weapon as defined in the prevention of Crime Act 1993
  - Arson
  - Behaviour which poses a significant risk to the child's own safety

The school will involve the police for any relevant offences. This list is not exhaustive but indicates the severity of such offences and how they affect the discipline and well being of the school.

## **General factors the school considers before making an exclusion**

Exclusion is not imposed instantly unless there is an immediate threat to the safety of others in the school or the pupil themselves. Before making the decision to exclude the Headteacher will:

- Ensure appropriate investigations have taken place, which includes allowing the pupil to give their version of events.
- Explore the wider context, taking into account provocation, bullying for example.
- Consider all the evidence taking into account any other relevant school policies.
- Explore the possibility of a managed move before excluding permanently.

If the Headteacher is satisfied that on the balance of probabilities the pupil did what he/she is alleged to have done, then exclusion will be the outcome.