



Exclusions Policy



'Every Child, Every Chance, Every Day'

Reviewed By	Hazel Hayter	Policy Owner	July 2018
Approved By	Cate Gregory & Annette Hixon	Head of School	July 2018
Ratified by	Peter Gould	Governor	July 2018
NEXT REVIEW			July 2020

Exclusion Policy

This policy should be read in conjunction with the schools own Behaviour Policy and incorporates guidance from DFE statutory guidance document (September 2017).

It is the aim of the school to use exclusion only as a last resort and only in extreme circumstances. However, it is recognised that sometimes exclusion may be an appropriate decision and the Headteacher (or delegate) should feel confident in taking this decision.

Principles

In response to a serious breach or persistent breaches of the school's behaviour policy; and where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others a decision to exclude may be appropriate.

The decision to exclude a pupil must be lawful, reasonable and fair. Particular consideration will be given to the fair treatment of pupils from groups who are vulnerable to exclusion. Under the Equality Act 2010 (the Equality Act), schools must not discriminate against, harass or victimise pupils because of: sex; race; disability; religion or belief; sexual orientation; pregnancy/maternity; or gender reassignment. For disabled children, this includes a duty to make reasonable adjustments to policies and practices and the provision of auxiliary aids.

An exclusion will only be used as a sanction once all other strategies to support the pupil (including advice from outside agencies) have been exhausted, as detailed in the schools' Behaviour Policy.

Serious behaviour concerns (Behaviour Policy)

There are a few situations when an exclusion would be regarded as an appropriate sanction.

- Showing extreme and threatening behaviour
- Physically hurting another child or adult
- Bringing in weapons or other paraphernalia that may hurt others or intend to threaten others.

In such cases, depending on the severity, and the pupil's response, the senior leader in charge may decide on an immediate short-term exclusion or an internal exclusion on the same day or the following day. This should be with the agreement of the Headteacher. The length of short term exclusion will be at the Headteachers' discretion.

Exclusions should in most cases be for 0.5 or 1 day. Up to 5 days exclusion can be considered in the most extreme case, but this decision should only be made with full understanding of the guidance and after all possible strategies have been employed. It is likely that if this was to be the case a pupil would be risk assessed and strategies in place to minimise the risk. The schools' governing body will be made aware of pupils at risk.

Where a pupil is excluded for more than 1 day school will set and mark work that the pupil can achieve at home.

Where a decision is made that an external exclusion is not suitable for any reason an internal exclusion can be carried out. In this instance parents will be informed as if the exclusion was external.

If it becomes necessary to exclude a pupil for more than 5 days an alternative plan for the pupil's education will be put into place. For further information refer to DFE statutory guidance.

If a decision to permanently exclude a pupil is considered further reference to the statutory guidance will be necessary as well as consultation with the governing body and the Trust.

Procedure

Once a decision to exclude has been made by a senior leader with agreement of the Headteacher, the parents will be informed with a phone call. A letter to parents will follow which includes; - the length of the exclusion, the reason for the exclusion, the date and time of the reintegration meeting, and an explanation of parents' rights to make representation to the governing body if they feel the exclusion is unjust.

Where the parents' first language is not English consideration will be given, where practical, to translating the letter or taking additional steps to ensure that the details of the exclusion and their right to make representations to the governing board have been understood.

The pupil's absence will be recorded as an exclusion and the Hamwic Trust will be informed. (Online form).

Following a short term exclusion, the provision and needs of the pupil will be assessed. The school will liaise with outside agencies (if involved) in order to ensure the environment and systems are in place so that the pupil has a successful return to school. A reintegration meeting will be held on the pupil's return to school. The pupil's return to class will be discussed along with any planned changes to provision.

The duty of the governing body

The GB should be kept aware of the frequency of exclusions through Headteachers' reports. They will investigate any concerns regarding frequency of exclusions or in suspected cases of unfair exclusion, e.g. regarding equalities. Parents have a right to make representations about the exclusion to the governing body who may overturn or uphold a Headteachers' decision following examination of the circumstances.

Further duties of the governing body (e.g. dealing with an appeal against a governing body decision) is detailed in the statutory guidance.