



South Avenue Primary School Exclusion Policy

Aims

It is the aim of the school to comply with the Disability Discrimination Act 1995 (Part IV), as added to by the Special Educational Needs and Disability Act 2002 (Part 2) and in relation to this policy all reasonable steps will be taken to avoid putting disabled pupils at a substantial disadvantage. The school aims to promote equality in all aspects of school life and with regard to all matters embraced by this policy will comply with relevant legislation relating to equal opportunities, race relations, sex discrimination and age discrimination. The school will make reference to policies and guidance set out by the Department for Education (Ref: DFE-57501-2012) where procedures relate to the following legislation:

- The Education Act 2002, as amended by the Education Act 2011;
- The School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012;
- The Education and Inspections Act 2006;
- The Education (Provision of Full-Time Education for Excluded Pupils) (England) Regulations 2007.

Rationale

A decision to exclude a pupil, either for a fixed period or permanently is seen as a last resort by the school. The school is responsible for communicating to pupils, parents and staff, its expectations of standards of conduct. A range of policies and procedures are in place to promote good behaviour and appropriate conduct. No exclusion will be initiated without first exhausting other strategies or, in the case of a serious single incident, a thorough investigation.

Reason for Exclusion

Exclusion will be the result of a serious breach, or persistent breaches of the school's rules or policies which harms the education or welfare of the pupil or others in the school. Any exclusion will be at the recommendation of the Headteacher.

Temporary Exclusion

A temporary exclusion will be for the shortest time necessary; Ofsted evidence suggests that 1-3 days is usually enough to secure benefits without adverse educational consequences.

Persistent or Cumulative Problems

Exclusion for a period of time for persistent or cumulative problems would be imposed only when the school has already offered and implemented a range of support and management strategies. These could include:

- Discussion with the pupil.
- Mentoring (pupil mentoring).
- Discussions with parents.
- Target setting.
- Checking on any possible provocation.
- Detention (missed playtimes).
- Mediation.
- Internal exclusion.
- Referral to Behaviour Support Team.
- Pastoral Support Programme
- Referral to Educational Psychologist
- Investigation of possible SEN through a range of agencies

Exclusion will not be used for minor incidents such as academic performance or lateness. Breaches of uniform rules when persistent or defiant may result in exclusion. A pupil may be sent home for the shortest time possible to address uniform infringements, but this is not recorded as exclusion.

Single Incident Temporary exclusion may be used in response to a very serious breach of school rules and policies or a disciplinary offence. In such cases, the Headteacher will investigate the incident thoroughly and consider all evidence to support the allegation, taking account of the school's policies. The pupil will be encouraged to give his/her version of events and the Headteacher will check whether the incident may have been provoked, for example by bullying or racial harassment. If necessary, the Headteacher will consult someone who will not later be asked to review the Headteacher's decision. This could be the exclusion team.

The Decision to Exclude

If the Headteacher decides to exclude a pupil, he/she will:

- Ask the pupil to give his/her version of events.
- Ensure that there is sufficient recorded evidence to support the decision.
- Inform the Chair of Governors.
- Explain the decision to the pupil.
- Contact the parents, explain the decision and ask that the child be collected.
- Send a letter to the parents confirming the reasons for the exclusion and any terms or conditions agreed for the pupil's return (see guidelines for exclusion and follow the appropriate Model letter).
- Ensure that appropriate work is set and that arrangements are in place for it to be marked.
- Plan how to address the pupil's needs on his/her return.
- Plan a meeting with parents and pupil on his/her return (a reintegration meeting) in order to develop a pastoral support plan (PSP).

(Reintegration meetings are no longer mandatory but the school will continue to hold reintegration meetings as part of their commitment to best practice). An exclusion will not be enforced if doing so may put the safety of the pupil at risk. In cases where parents will not comply by, for example, refusing to collect the child, the child's welfare is the priority.

Permanent Exclusion

A permanent exclusion is a very serious decision and the Headteacher will inform the Chair of Governors before enforcing it. As with temporary exclusion, it will follow a

range of strategies and be seen as a last resort. It will be in response to persistent and significant or serious breaches of the school rules and policies, or a disciplinary offence such as:

- Serious actual or threatened violence against another pupil or a member of staff.
- Possession or use of an illegal drug or alcohol on school premises.
- Carrying an offensive weapon.
- Persistent bullying.
- Racial harassment.

or where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school.

In the circumstances of either temporary or permanent exclusion the school will follow the DFE guidelines *Exclusion from maintained schools, Academies and pupil referral units in England DFE-57501-2012*.

Behaviour Outside School

Pupil's behaviour outside school on school business, eg. school trips, at sports fixtures, is subject to the school's behaviour policy. Inappropriate behaviour in such circumstances will be dealt with as if it had taken place in school. For behaviour outside the school, not on school business, the Headteacher may exclude a pupil only if there is a very clear link between that behaviour and maintaining good behaviour and discipline among the pupil body as a whole, or if it is deemed to be particularly damaging to the reputation of the school.

Pupils with Special Educational Needs and Disabled Pupils

The school must take account of any special educational needs when considering whether or not to exclude a pupil. We have a legal duty under the Equalities Act 2010 not to discriminate against disabled pupils by excluding them from school for behaviour related to their disability. The Headteacher should ensure that reasonable steps have been taken by the school to respond to a pupil's disability so the pupil is not treated less favourably for reasons related to the disability. 'Reasonable steps' could include:

- Differentiation in the school's Behaviour Policy.
- Developing strategies to prevent the pupil's behaviour.
- Requesting external help with the pupil.

- Staff training.

Where reasonable adjustments to policies and practices have been made to accommodate a pupil's needs and to avoid the necessity for exclusion as far as possible, exclusion may be justified if there is a material and substantial reason for it. A specific incident affecting order and discipline in the school may be such a reason.

Marking Attendance Registers following Exclusion

When a pupil is excluded temporarily, he/she should be marked as absent using Code E.

Managed Move

A managed move is a 10 week trial placement agreed with another school. If the placement is successful the child may stay at the other school. If the placement is not successful the child will return to the original school. See also guidelines on planned moves.

Removal from the School for Other Reasons

The Headteacher may send a pupil home, after consultation with that pupil's parents and a health professional as appropriate, if the pupil poses an immediate and/or serious risk to the health and safety of other pupils and staff, for example because of a diagnosed illness such as a notifiable disease or head lice. This is not exclusion and should be for the shortest possible time.

Procedure for Appeal

If parents wish to appeal the decision to exclude, for temporary exclusions parents can contact the Chair of the Local Governing Body. Contact details will be supplied in the initial letter informing parents of the exclusion. If parents wish to appeal a decision regarding Permanent Exclusion, they can request a review from an Independent Review Panel. If parents perceive that their child has been excluded for reasons connected with a diagnosed or undiagnosed SEN, they may request the presence of an SEN expert to attend the Panel meeting. The contact number for the Local Authority Exclusions representative will be included in the initial letter informing parents of the exclusion. Parents can obtain further help and advice from the Reintegration & Exclusions Team.

Policy reviewed by S. Drury

Date: Jan 17

Next review date: Jan 18

Signed:

Date ratified: