



## Exclusion Policy

Policy Lead:	<b>Deputy Headteacher</b>
Last Review Date:	Sept 2021
Next Review Date:	Sept 2022
Approval needed by:	<b>Headteacher</b>



## **Introduction**

Exclusion is an extreme sanction and one we seek to use only as a last resort in response to a serious breach, or persistent breaches of the behaviour policy. Exclusion is not seen as a simple punishment, rather a means of maintaining good order and discipline in the school, so that all students can benefit from the opportunities provided.

- Exclusion from school is only used when it is necessary to maintain good order in the school, and in keeping with clear guidelines
- All students are treated fairly with respect to exclusion
- Parents/carers feel that their children have been treated fairly
- When exclusion is necessary, the legal procedures are properly carried out and all concerned know what part they have to play
- Appropriate records of exclusions are kept, and that the Governors are kept aware of the pattern of exclusions and can monitor this pattern, through the Local Governing Board
- Exclusion is understood by students and parents to be a legitimate and necessary sanction which can be applied for serious or persistent breaches of expected behaviours.

Only the Headteacher of a school can exclude a pupil and this must be on disciplinary grounds. Exclusion is only administered by the Headteacher. The Deputy Headteacher acting in the Headteacher's absence may exclude a student for a serious offence for an initial period of no more than five days and normally only for sufficient time to allow the Headteacher to consider the appropriate length of exclusion on returning to school. It should be made clear that such an exclusion can be extended, or even made permanent.

## **Criteria Leading to Fixed Term Exclusion**

- There has been a serious breach of the Behaviour Policy. (This includes behaviour at school and outside of school as stated by national policy and guidance. The school takes the view that exclusion would be used for behaviour outside school only when there is a potential effect in school or to the school's reputation).
- Allowing the child to remain in school would be seriously detrimental to the education or welfare of the student or to that of others at the school.
- Exclusion is the appropriate consequence within the Behaviour Policy because of the seriousness of the incident or the student's failure to respond positively to the disciplinary sanctions used already.
- It is a last resort and the school has taken all reasonable steps to reinforce expectations and compliance.
- The behaviour of a pupil outside school can also be considered grounds for an exclusion.

When considering an exclusion the following will be taken into account:

- the safety and wellbeing of other students and adults
- the seriousness of the offence committed
- the previous behaviour record

- other strategies which have already been tried
- the student's known educational and medical needs
- the support of external agencies in providing alternatives to permanent exclusion

### **Criteria Leading to Permanent Exclusion**

In very exceptional circumstances a permanent exclusion from academy may be necessary when repeated fixed term exclusions are not providing the necessary improvement in behaviours or actions. It is the final step in the process for dealing with disciplinary offences when a wide range of other strategies have been tried and have failed, including the use of a Pastoral Support Programme.

It is also the appropriate course of action for particularly serious one off incidents which jeopardise the safety and wellbeing of others. Incidents include but are not limited to:

- those involving violence,
- offensive weapons,
- the supply of illegal drugs
- where the welfare of staff and/or students is threatened.

The academy will comply with government guidance around permanent exclusion.

### **Guidelines for Exclusions**

A readmission meeting with parents will always be arranged and, where appropriate, a reintegration programme will be put in place following a student's exclusion. This will normally be with the Head of Year/Assistant Headteacher and/or a representative from The Oaks Academy's Student Support Team. On occasions the Headteacher may also attend this meeting.

Work will be set for the student during an exclusion. For an exclusion exceeding five days, the academy will make arrangements for the student to attend another organisation after the fifth day and will send work to that organisation.

Following exclusion, the student's behaviour will be monitored for an appropriate period of time.

The parents/carers have a duty to ensure the excluded student is not present in a public place in school hours during the period of exclusion. Parents have the right to make representations about the decision to exclude to the Governing Body.

The Governing Body has no power to direct reinstatement, but it must consider any representations parents/carers make and may place a copy of its findings on your child's school record.