

Hindley J & I School



Pupil Exclusion Policy

Written: March 2015

_____ Signed on behalf of the school _____ date

_____ Signed on behalf of the governors _____ date

POLICY FOR PUPIL EXCLUSION

This document outlines 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 ensure the safety and well-being of the school community, and to maintain an appropriate education environment in which all can learn and achieve.

A decision to exclude a pupil, either for a fixed period or permanently is seen as a last resort by the school.

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

- In response to a serious breach of the school's rules or policies;
- 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;
- If there has been a breakdown of relationship between school and parents.

Exclusion can only be administered by the Headteacher or Deputy Headteacher in his/her absence. 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 school's Behaviour Policy and are listed in the 'National Standard List of reasons for exclusion':

Physical assault against a pupil:

- Fighting;
- Violent behaviour;
- Wounding;
- Obstruction and jostling.

Physical assault against an adult:

- Violent behaviour;
- Wounding;
- Obstruction and jostling.

Verbal abuse/threatening behaviour against pupil:

- Threatened violence;
- Aggressive behaviour;
- Swearing;
- Homophobic abuse and harassment;
- Verbal intimidation;
- Carrying an offensive weapon.

Verbal abuse/threatening behaviour against an adult:

- Threatened violence;
- Aggressive behaviour;
- Swearing;
- Homophobic abuse and harassment;

- Verbal intimidation;
- Carrying an offensive weapon.

Bullying:

- Verbal;
- Physical homophobic bullying;
- Cyber bullying;
- Racist bullying.

Racist abuse:

- Racist taunting and harassment;
- Derogatory racist statements;
- Swearing that can be attributed to racist characteristics;
- Racist bullying;
- Racist graffiti.

Sexual misconduct:

- Sexual abuse;
- Sexual assault;
- Sexual harassment;
- Lewd behaviour;
- Sexual bullying;
- Sexual graffiti.

Drug and alcohol related:

- Possession of illegal drugs;
- Inappropriate use of prescribed drugs;
- Drug dealing;
- Smoking;
- Alcohol abuse;
- Substance abuse.

Damage:

- Damage to school or personal property belonging to any member of the school community;
- Vandalism;
- Arson;
- Graffiti.

Theft:

- Stealing school property;
- Stealing personal property (pupil or adult);
- Stealing from local shops on a school outing;
- Selling and dealing in stolen property.

- **Persistent disruptive behaviour:**
- Challenging behaviour;
- Disobedience;
- Persistent violation of school rules.

Other:

- Unacceptable behaviour which has been previously reported and for which school sanctions and other interventions have not been successful in modifying the pupil's behaviour.

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

At times the Headteacher will decide not to use the extreme sanction of exclusion but will decide that a Pastoral Support Plan should be drawn up to try and avoid the sanction of exclusion in the future. This might be accompanied by an internal exclusion.

General factors the school considers before making a decision to exclude

Before deciding whether to exclude a pupil either permanently or for a fixed period the Headteacher will:

- Ensure appropriate investigations have been carried out;
- Consider all the evidence available to support the allegations taking into account the Behaviour Policy, Equal Opportunity and Race Equality Policies;
- Allow the pupil to give her/his version of events;
- Explore the wider context, taking into consideration how much the incident may have been provoked (for example by bullying or by racial or sexual harassment);
- If the Head teacher 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.

Temporary Exclusion

A temporary exclusion should 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 from half a day to 5 days for persistent or cumulative problems would be imposed only when the school had already offered and implemented a range of support and management strategies.

Single Incident

Temporary exclusion may be used in response to a serious breach of school rules and policies or a disciplinary offence. In such cases the Head will investigate the incident thoroughly and consider all evidence to support the allegation, taking into account of the school's policies.

Permanent Exclusion

A permanent exclusion is a very serious decision and the Head will consult with the Governing Body before enforcing it. There are two main types of situation in which permanent exclusion may be considered:

1. The first is 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 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) or repeated possession and/or use of an illegal drug on school premises.

2. The second is where 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 a member of staff;
- Sexual abuse or assault;
- Supplying an illegal drug;
- Carrying an Offensive Weapon (Offensive weapons are defined in the Prevention of Crime Act 1993 as "any article made or adapted for causing injury to the person; or intended by the person having it with him for such use by him");
- Arson;
- Behaviour which poses a significant risk to the child's own safety.

The school will involve the police for any relevant offences. These instances are not exhaustive but indicate the severity of such offences and the fact that such behaviour seriously affects the discipline and well-being of the school.

Exclusion Procedure

Most exclusions are of a fixed term nature and are of short duration (usually between one and three days). The DfE regulations allow the Headteacher to exclude a pupil for one or more fixed periods not exceeding 45 school days in any one school year. If the Head decides to exclude a pupil (temporary or permanent) she/he will:

- Communicate with the Chair of Governors;
- Ensure that there is sufficient recorded evidence to support the decision;
- Explain the decision to the pupil;
- Contact the parents confirming the reasons for exclusion, whether it is temporary or permanent, the length of the exclusion and any terms or conditions agreed for the pupil's return;
- In cases of more than a day's exclusion, ensure that appropriate work is set and 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.

Marking Attendance Registers following exclusion

When a pupil is excluded temporarily, it should be marked as absent using Code E

Managed Move

In cases where the Head and parents agree that the progress of the pupil has been unsatisfactory and the pupil is unwilling or unable to profit from the educational opportunities offered, or a parent has treated the school or members of its staff unreasonably, the Head may require the parents to remove the pupil at the end of a term. This is not an exclusion and in such cases the Head will assist the parents in placing the pupil in another school.

Removal from the school for other reasons

The Head may send a pupil home, after consultation with the pupil's parents if the pupil poses an immediate and serious risk to the health and safety of other pupils and staff e.g. notifiable disease.

This is not an exclusion and should be for the shortest possible time.

Procedure for an appeal

If parents wish to appeal against the decision to exclude, the matter will be referred to the Governing Body.