

## Exclusions Policy

It is our policy to try to deal with all behavioural issues in an active, positive way, employing a wide range of strategies, including those specifically designed to avoid such issues reaching the point of exclusion. (See ‘Policy to Promote Positive Relationships and Behaviour’)

### **Purpose of this policy**

This policy is designed to briefly outline the Academy Trust’s approach to exclusions within the statutory framework as defined in the ‘Exclusion from maintained schools, Academies and pupil referral units in England’ (2012 DFE-57501-2012). It outlines where the Academy Trust applies its own additional guidance and policies, which complement and reinforce the statutory guidance, for purposes of clarity in the day-to-day operation of the academies.

### **Reasons for exclusion/ rationale**

Underpinning the policy is the need to ensure the safety and well-being of all members of the school community and to maintain a safe and happy environment in which all can learn and succeed. Academies in the Academy Trust will try to reduce the need to use exclusion as a sanction.

Exclusion, whether fixed term or permanent, may be used for any of the following examples of unacceptable conduct:

- Verbal or physical abuse or assault of a pupil or adult;
- Persistent and repetitive disruption of lessons and other pupils’ learning;
- Where a child presents a persistent and or significant danger to themselves or others
- Extreme misbehaviour which is deemed outside the remit of the normal range of sanctions
- Indecent behaviour
- Damage to property, including arson
- Misuse of illegal drugs or other substances
- Theft
- Serious actual or threatened violence against another student or member of staff
- Sexual abuse or assault
- Supplying an illegal drug
- Carrying an offensive weapon
- Unacceptable behaviour which has previously been reported and for which sanctions have been unsuccessful

This list is not exhaustive and there may be other cases where a Head of School feels exclusion is justified.

There are three types of exclusion:

**Lunch time exclusions** - may not be more than 90 in a school year.

**Fixed period exclusions** - last for a specific number of days but cannot be longer than 45 days in the school year.

**Permanent exclusions** - means that a pupil may not be allowed to go back to school again, unless they are reinstated by a meeting of the Discipline Committee.

### **Permanent Exclusions**

The decision to exclude a pupil permanently is a serious decision and will be taken in the following circumstances:

- In response to a serious breach or persistent breaches of the Academy's Behaviour Policy; and
- where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school

Any decision to exclude taken by the school must be lawful, reasonable and fair.

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 child for a first or 'one off' offence.

These might include:

- Serious actual or threatened violence against another child or a member of staff.
- Sexual abuse or assault.
- Supplying an illegal drug.
- Carrying an offensive weapon
- Arson.

The School will consider police involvement for any of the above offences.

These instances are not exhaustive but indicate the severity of such offences and the fact that such behaviour seriously affects the discipline and wellbeing of the School.

### **Informing parents**

The Head of School or Executive Head must notify parents as soon as possible of the decision to exclude a student and the reason for the exclusion. This will be done on the day of the exclusion being authorised, by either a direct phone contact or a face-to-face meeting. A written confirmation of the reason(s) for the exclusion will be sent to parents the same day, following statutory guidance.

As long as the exclusion lasts, the child concerned must not enter the school grounds or use school transport services and parents are responsible for supervising their child during school time. Parents should ensure that their child does not hang around the school gates, even to meet friends after school.

### **Informing governors and the local authority**

The Head of School must, without delay, notify the Executive Head, chair of the local governing body and the local authority of:

- a permanent exclusion (including where a fixed period exclusion is made permanent);
- exclusions which would result in the pupil being excluded for more than five school days (or more than ten lunchtimes) in a term; and
- exclusions which would result in the pupil missing a public examination or national curriculum test.

For all other exclusions the Head of School must notify the local authority and local governing body once a term.

### Monitoring

The Academy Trust regularly monitors the number of fixed period exclusions to ensure that no group of pupils is unfairly disadvantaged through their use and that any underlying needs of individuals are being fully met. The Academy Trust has a statutory duty not to discriminate against pupils on the basis of protected characteristics, such as disability or race.

Heads of School and governing bodies should take account of their statutory duties in relation to special educational needs (SEN) when administering the exclusion process. This includes having regard to the SEN Code of Practice.

### Details of the Exclusion, Reinstatement & Appeals Process

The Acorn Multi Academy Trust will follow procedures as outlined in the latest version of the [DfE "Exclusion from maintained schools, Academies and Pupil referral units in England"](#) and [Devon County Council guidance on exclusion](#).

### Related academy policies:

- Policy to Promote Positive Relationships
- Equality policy
- SEN Policy
- Anti-Bullying Policy
- Anti-Racism Policy
- Drugs Policy

Signed CEO .....

Date .....

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