



Inspiring Primaries Academy Trust
Inspiring pupils to achieve for their tomorrows

Inspiring Primaries Academy Trust

Policy for Pupil Exclusion (M14)

The Board of Trustees adopted this policy on 11th December 2019
To be reviewed Autumn 2020 or earlier if required.

All schools within Inspiring Primaries Academy Trust are committed to valuing diversity and equality of opportunity. We aim to create and promote environments in which pupils, parents and staff are treated fairly and with respect, and feel able to contribute to the best of their abilities.

Partnership with parents and carers

Parents and carers working in partnership with schools is an important factor in every child's success. In our schools, we will work in partnership with parents and carers to ensure that expectations are clear and parents and carers can reinforce them with their children. This includes ensuring that parents and carers are kept informed about decisions made in response to inappropriate behaviour so that we can work together in the best interests of children to ensure expectations for behaviour are made clear. Each school is responsible for communicating to pupils, parents and staff its expectations of standards of conduct, predominantly through its Behaviour and Discipline Policy.

Supporting pupils to succeed

We aim to include, not exclude, and we approach all challenging behaviour in a supportive and positive way. We recognise that such behaviour can sometimes be symptomatic of a real, deeper need for our support and understanding. We will use behaviour data to assess patterns of challenging behaviour in pupils. Where patterns emerge we will systematically intervene, drawing up a behaviour management plan with the child and parent. If required a risk assessment will also be completed.

Reasons for exclusion

No exclusion will be initiated without a proper investigation whether for a very serious incident or the repetition of serious incidents. Exclusion can be used for:

- Serious breach of the school's rules or policies;
- Serious risk of harm to the education or welfare of the pupil or others in the school.

Any exclusion will be at the decision of the Headteacher, usually in consultation with other members of the senior leadership team (particularly if they were involved in investigating the incident).

Internal Exclusion: when a pupil is excluded from the rest of the school and must work away from their class for a fixed amount of time to help them avoid their behaviour escalating to a point where a fixed term exclusion may be necessary.

Fixed term exclusion: when a child is excluded from school and must remain home for a fixed amount of time. This should be for the shortest time necessary to ensure minimal disruption to the child's education, whilst mindful of the seriousness of the breach of policy.

Permanent exclusion: when a child is permanently excluded from school and not allowed to return. This is a very serious decision and the Headteacher will consult with the Chair of the Governing Body as soon as possible in such a case.

A decision to exclude a pupil, either internally, for a fixed period or permanently is seen as a last resort by the school. The physical and emotional health of our children and staff is our primary concern, and we therefore accept, that in some serious situations, exclusion may be necessary, if all other strategies have been exhausted or if it is in response to a very serious breach of school rules and policies or a disciplinary offence. Exclusion may be the result of persistently poor behaviour or a serious single incident, for example:

- Serious actual or threatened violence against another pupil or a member of staff.



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- Possession or use of an illegal drug on school premises.
- Persistent bullying.
- Persistent prejudice based harassment or hatred based acts.

Persistent or cumulative problems

Internal and fixed term exclusion may be used in response to persistent poor behaviour which breaches school rules and policies. In the most serious cases where the problem persists and there is no improvement a permanent exclusion may be necessary. Exclusion would be imposed only when the school had already offered and implemented a range of support and behaviour management strategies.

The length of an exclusion will depend upon a number of factors, such as the severity of the incident, and the likely impact on the child's learning and ability to succeed on returning to school. Such decisions will be made in the best interests of the child, whilst also mindful of the need to maintain order and reinforce the rules and expectations of the school in a clear and consistent way.

Single incident

Internal and fixed term exclusion may be used in response to a serious breach of school rules and policies or a disciplinary offence. In the most serious cases a permanent exclusion may be necessary. In such cases the headteacher or a designated senior leader will investigate the incident 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 or the designated senior leader will check whether the incident may have been provoked, for example by bullying or racial harassment.

If the headteacher or the designated senior leader decides to exclude a pupil he/she will:

- ensure that there is sufficient recorded evidence to support the decision;
- explain the decision to the pupil if the pupil is in the state of mind to listen to the decision;
- 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, whether it is a permanent or fixed term exclusion;
- 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 that arrangements are in place for it to be marked;
- plan how to address the pupil's needs and integration back into their class on his/her return;
- plan a meeting with parents and the pupil on his/her return to be conducted by a suitable senior member of staff.

Safeguarding

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. In this situation, depending on the reason for exclusion, the school may consider an internal exclusion until the end of the day, implementing the original exclusion decision from the time the child is collected from school, or, in more severe circumstances the school may contact Social Services and/or the Police to safely take the pupil off site.

Re-integration

After a fixed term exclusion the pupil and parent will be requested to attend a reintegration meeting with a senior member of staff. At this meeting the behaviour leading to exclusion will be discussed and targets will be set for improvement. Support around behaviour will be also be discussed.

Work Set



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When a pupil is excluded for more than one day, work should be set by the school within a reasonable time-scale and this should be returned to the school when the exclusion is over. If a child is excluded at the end of a school day, then it may not be possible to arrange for work to be set until the following morning.

A pupil can be excluded for up to 10 continuous days on a fixed term basis. On the 6th continuous day, the school is responsible for providing education for the pupil, which could be at another local school, the pupil referral unit or by providing home education.

Behaviour outside school

Pupils' behaviour outside school e.g. on school trips, at sporting events, is subject to the school's behaviour policy. Unacceptable behaviour in such circumstances will be dealt with as if it had taken place in school; and additionally this includes any serious breach of policy which could bring the school into disrepute.

Pupils with special educational needs and disabled pupils

The school must take account of any special educational needs and/or disabilities when considering whether or not to exclude a pupil. The headteacher or designated senior leader 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.

Managed move

In cases where the headteacher or designated senior leader 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 if a parents failure to engage in strategies implemented by the school are resulting in a continuing pattern of poor behaviour or lack of improvement in behaviour, the headteacher may consult with the Local Authority and propose a managed move to another school. This is not exclusion and in such cases the headteacher may assist parents in placing the pupil in another school.

Removal from the school for other reasons

The headteacher or designated senior leader 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 serious risk to the health and safety of other pupils and staff, for example because of a diagnosed illness such as a notifiable disease. This is not an exclusion and should be for the shortest possible time. A pupil cannot be 'sent home' for other reasons, including poor behaviour.

Equal opportunities

The Trust Board and each Local Governing Body recognise that it is unlawful to take into account anyone's gender, marital status, colour, race, nationality, ethnicity, disability, religious beliefs, age, or sexual orientation. Full consideration has been given to this during the formulation of this policy as no-one should suffer discrimination, either directly or indirectly, or harassment on any of these grounds.

Procedure for appeal

If parents wish to appeal the decision to permanently exclude, the matter will be referred to the Local Governing Body and handled through the school and LA appeal procedure.