

Exclusion Policy

Reviewed:

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Adopted:

Full Governing Body
15th March 2018

Kings Mill School & Residence



Exclusion Policy

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

No exclusion will be initiated without first exhausting other strategies or in the case of a serious single incident, a thorough investigation.

Reasons for exclusion:

A non-exhaustive list of the sorts of behaviour that could merit exclusion includes;

- Serious actual or threatened violence against another pupil or a member of staff
- Consistent failure to respond to an agreed behavioural programme. This programme will have been agreed with parents and staff in advance and been reviewed.
- Risk of harm to the education or welfare of the pupil or others in the school
- Persistent verbal abuse to another pupil or member of staff
- Persistent disruptive behaviour – either on or off the school site
- Bullying
- Racist abuse
- Sexual misconduct
- Drug and/or alcohol misuse
- Carrying on offensive weapon
- Deliberate damage to property
- Theft

An exclusion can only be sanctioned by the Headteacher or in their absence a member of the Senior Leadership Team.

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.

Exclusion will not be used for minor incidents (e.g. lateness, or breaches of uniform rules, forgetting PE kit), except where these are persistent and defiant.

Permanent exclusion

As with a temporary exclusion, it will follow a range of strategies and be seen as a last resort, or it will be in response to a very serious breach of conduct.

The decision to exclude

If the Head 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 whenever this is appropriate
- 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 temporary 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
- in cases of more than 5 days exclusion, explain the school's arrangements for the continuation of the child's education in another setting
- plan how to address the pupil's needs on his/her return

An exclusion should 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 and Social Services will be contacted.

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 to another school to enable the pupil to have a fresh start in a new school. The head teacher may ask another head teacher to admit the pupil. This should only be done with the full knowledge and co-operation of all the parties involved, including the parents, governors and the LA, and in circumstances where it is in the best interests of the pupil concerned.

Removal from the school for other reasons

The Head 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 the diagnosis or suspected diagnosis of an illness such as a notifiable disease. This is not an exclusion and should be for the shortest possible time.

Links with other policies

This policy should be read in conjunction with the following policies:

Countering Bullying Policy
Positive Behaviour Policy