St Ives Infant School

Exclusion Policy

St Ives Infant School will always approach all behavioural issues in an active, positive way, employing a wide range of strategies, in order to avoid the need to exclude any child. However, should an exclusion be required the following policy will be followed.

Purpose of this policy

This policy is designed to briefly outline the school's approach to exclusions within the statutory framework as defined in the *The School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012.* It outlines only where the school 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 school.

Principles

1. Exclusion is a sanction used by the school only in cases deemed as serious breaches of the school's Behaviour Policy. A student may be at risk of exclusion from school for:
    a. Verbal or physical assault of a student or adult;
    b. Persistent and repetitive disruption of lessons and other children's learning;
    c. Extreme misbehaviour which is deemed outside the remit of the normal range of sanctions.
2. A Fixed Term Exclusion from the school can only be authorised by the headteacher or the deputy headteacher acting on her behalf. If none are available to authorise the exclusion a decision should be deferred until the opportunity for authorisation is available.
3. A Permanent Exclusion can only be authorised by the headteacher and must only be done after consulting the Chair of Governors of the intention to impose this sanction, although the final decision rests with the headteacher of the school.
4. The school seeks to reduce the number of incidents leading to exclusions by promoting a positive atmosphere of mutual respect and discipline within the school.
5. The school regularly monitors the number of Fixed Term Exclusions to ensure that no group of children is unfairly disadvantaged through their use and that any underlying needs of individuals are being fully met.

Notification of an Exclusion

1. Parents will be notified as soon as possible of the decision to exclude a child and the reason for the exclusion. This will be done on the day of the exclusion being authorised by either 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.
2. In the case of a Permanent Exclusion parents will be notified by the headteacher in a face-to-face meeting.
3. A child who has been excluded will have the reason for his/her exclusion explained to them by a member of staff so that they understand why the exclusion is being applied.
4. The school will also work to put in place a programme for the pupil on his/her return. This will include input from staff at the school, parents, if appropriate, and any other appropriate bodies e.g. our Home School Liaison Officer and Family Support Service. Should it be decided for whatever reason that the matter needs to be put in the hands of another agency, for instance the incident leads to the discovery that there is a child protection issue, the school will continue to monitor the situation and work closely with that agency. It is hoped that in most cases following an exclusion, the child will be able to return to school and that further support will secure an improvement in their behaviour.
5. The Chair of Governors, Local Authority and relevant school staff will be notified of all Fixed Term Exclusions on the day that the exclusion commences.

Students Returning from a Fixed Term Exclusion

All children returning from a Fixed Term Exclusion are required to attend a reintegration meeting, accompanied by a parent. This meeting will seek to establish practical ways in which further exclusion can

be avoided and behaviour modified to acceptable standards in partnership between the child, their parent and the school.

Permanent Exclusions

A school will only permanently exclude a child as a last resort, after trying to improve the child's behaviour through other means. However, there are exceptional circumstances in which a headteacher may decide to permanently exclude a pupil because of an individual serious incident.

If a child has been permanently excluded the following procedure is followed:

1. The school's governing body is required to review the headteacher's decision and will invite the child's parents to meet with them to explain their views on the exclusion
2. If the governing body confirms the exclusion, parents can appeal to an independent appeal panel organised by the local authority
3. The school must explain in a letter how to lodge an appeal
4. The local authority must provide full-time education from the sixth day of a permanent exclusion

Appeals

All correspondence regarding an exclusion from the school will inform parents of their right to appeal to the Governing Body against the decision to exclude. This procedure is clearly set out in the statutory guidance. The person who should be contacted to initiate an appeal is the Clerk to the Governors.

Relationship to other school policies

The Exclusion Policy should be read in conjunction with the school's Behaviour Policy as well as other relevant school policies.

Monitoring and Review

1) The impact of this policy will be reviewed by the governors' Staffing and Curriculum Committee

2) The headteacher will provide the Committee with regular monitoring reports which will help it to evaluate the effectiveness of the policy and procedures.

3) The policy and procedures will be reviewed and amended in the light of such evaluation and in response to alterations to national policy.

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