



Hatherley
INFANT SCHOOL

Exclusion Policy

Agreed: November 2016
Review: November 2021

We want to ensure your needs are met. If you would like this document in any other format, please contact us:
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Introduction

This policy is an appendix of Hatherley Infant School Behaviour policy. The Good Behaviour Policy is intended to encourage children to make positive choices and, through appropriate rewards and sanctions and the involvement of parents, provide a framework for children to learn self-discipline and respect. For almost all of the children this policy, which has its strength in its supportive nature and whole school application, is successful.

However, there may be some occasions when it is necessary to apply this policy which deals with the school's use of exclusion.

Guidelines

The decision to exclude a pupil will be taken in the following circumstances;

- In response to a serious breach of the school's Behaviour Policy
- If allowing the pupil to remain in school would seriously harm the education or welfare of other pupils in the school.

Exclusion is an extreme sanction and is only administered by the Headteacher (or, in the absence of the Head, the member of the Senior Leadership Team who is acting in that role.)

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 behaviour policy;

- Unacceptable behaviour which has previously been reported and for which school sanctions and other interventions have not been successful in modifying the pupil's behaviour
- Verbal or physical abuse of other pupils or school staff
- Aggression towards other pupils leading to the possibility of physical or emotional harm
- Indecent 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.

Exclusion Procedure

- Most exclusions are of a fixed term nature and are of short duration
- 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
- Following the decision to exclude, parents are contacted immediately where possible. A letter will be sent by post giving details of the exclusion and the date the exclusion ends. Parents have a right to make representations to the Governing Body and the LA as directed in the letter.
- A return to school meeting will be held following the expiry of the fixed term exclusion and this will involve a member of the Senior Leadership Team and other staff where appropriate.
- During the period of fixed term exclusion where the pupil is to be at home, parents are advised that the pupil is not allowed on the School Premises and that daytime supervision is their responsibility as parents/carers.
- Work will be provided by the class teacher.

Permanent Exclusion

The decision to exclude a pupil permanently is a serious one. There are two main types of situation in which permanent exclusion may be considered.

1. The 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.
2. When a serious criminal act has been committed, the school will involve the police in any such offence.

General factors the school considers before making the decision to exclude

Exclusion will not be imposed instantly unless there is an immediate threat to the safety of others in the School or the pupil concerned. 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 evidence available to support the allegations taking into account the school policies
- Allow the pupil to give his/her version of events
- Check whether the incident may have been provoked.

If the Head (or member of SLT in absence) is satisfied that on balance of probabilities the pupil did what he/she is alleged to have done, exclusion will be the outcome.