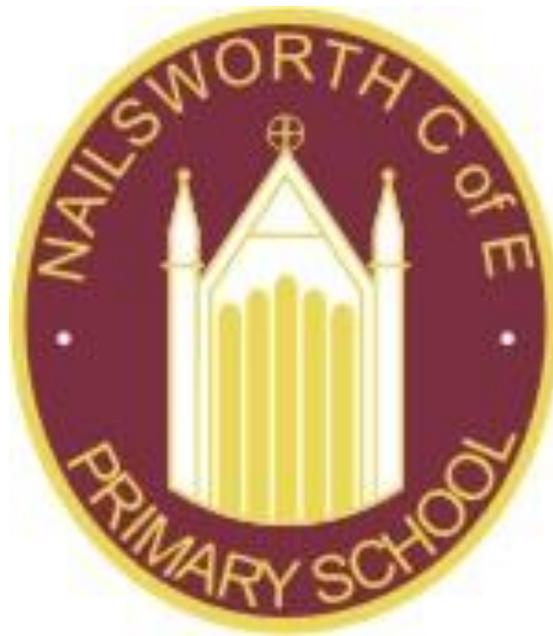


Policy Statement for

Exclusions



Change History	Summary of Key Changes
Dec 2014	Updated to new format. Policy revised to reflect new DfE guidance on exclusions. A new section has been added on alternatives to exclusion and special reference is made to Children in Care
Nov 2015	Updated from Governor Exclusion Training
March 2019	Updated legislative links, added 1.3, 2.1, 8

1	<h2 style="color: #4F81BD;">Introduction</h2>										
1.1	<p>Nailsworth CE Primary School will ensure that its Exclusion Policy conforms to legal requirement. In particular these include:</p> <ul style="list-style-type: none"> • Exclusion from Maintained Schools, Academies and Pupil Referral Units in England (2017), DfE: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/641418/20170831_Exclusion_Stat_guidance_Web_version.pdf • Exclusion from Maintained Schools, Academies & Alternative Provision Schools – A guide and information for Headteachers in Gloucestershire, Gloucestershire County Council, Jan 2018: https://www.gloucestershire.gov.uk/media/1519496/la-exclusion-guide-for-headteachers-january-2018.pdf • Equality Act 2010: https://www.legislation.gov.uk/ukpga/2010/15/contents <p>In partnership with parents, Nailsworth CE Primary School will work to ensure that pupils understand the reasons for our expectations of appropriate behaviour and that pupils conform to the code of conduct and school rules. Schools owe a duty of care to keep pupils safe as part of their responsibility to provide a calm learning environment for them.</p> <p>The School will work with the council’s Education Entitlement and Exclusion (EE&I) team to ensure it is following best practice with regard to strategies to prevent exclusions, alternatives to exclusion and managed moves. These are set out at Section 5.</p>										
1.2	<p>UK law applies to Nailsworth C.E Primary school as it does everywhere else. There are certain things which are forbidden, not just because we may disapprove of them, but because they are against the law. These include:</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 50%;">Drinking alcohol under age</td> <td style="width: 50%;">Abusive behaviour</td> </tr> <tr> <td>Physical violence</td> <td>Sexist and racist behaviour</td> </tr> <tr> <td>Damage of property</td> <td>Smoking</td> </tr> <tr> <td>Possessing any offensive weapons</td> <td>Theft</td> </tr> <tr> <td>Possessing and/or using illegal drugs</td> <td>Threatening behaviour</td> </tr> </table>	Drinking alcohol under age	Abusive behaviour	Physical violence	Sexist and racist behaviour	Damage of property	Smoking	Possessing any offensive weapons	Theft	Possessing and/or using illegal drugs	Threatening behaviour
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1.3	<p>Only a headteacher can exclude a pupil and this must be on disciplinary grounds. Any decisions will be lawful with respect to legislation relating directly to exclusions and the school’s wider legal duties. They will be rational, reasonable, fair and proportionate to the action causing the exclusion.</p>										

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2	<h2 style="color: #4F81BD;">Exclusions</h2> <p>Exclusions will range in length; an exclusion may be for a short fixed term for half, one or two days, or lengthier for more serious incidents.</p> <p>In all cases, the School will discuss with parents a strategy to reintegrate pupils who return to school after a fixed period exclusion.</p>
2.1	<p>A decision to exclude a pupil permanently would usually be a final step in a process for dealing with disciplinary offences - an acknowledgement by the school that it has exhausted all available strategies for dealing with the pupil; it is normally used as a last resort. As a school, we should demonstrate that we are already using a range of strategies to support this student.</p>
2.2	<p>In the event of physical aggression towards a staff member depending on the incident and severity could lead to immediate permanent exclusion.</p>
2.3	<p>Fixed Period Exclusions (up to 45 days per school year) or Permanent Exclusions are the ultimate sanction of the school. The decision to invoke these most serious of disciplinary measures will not be taken lightly. Where a pupil has several fixed term exclusions that may lead to a permanent exclusion a Pastoral Support Plan (PSP) or a SEND MyPlanPlus will be set up.</p>
2.4	<p>Exclusions will normally be the result of:</p> <ul style="list-style-type: none"> • Bullying • Theft • Sexist and racist behaviour • Acts of violence against any member of the school community (including fighting or physical assaults on other pupils) • Verbal abuse to any member of staff • An illegal or criminal act on the school premises • Possession of any weapon • Acts of malicious vandalism • An accumulation of anti social and/or disruptive behaviour which is jeopardising the effective learning and/or welfare of other pupils <p>Bad behaviour outside school can be considered grounds for exclusion where misbehaviour occurs whilst a pupil is:</p> <ul style="list-style-type: none"> • Taking part in a school organised or related activity • Travelling to/from school • Wearing the uniform that identifies them as a pupil of Nailsworth School
2.5	<p>The decision to exclude a pupil from school rests solely with the Headteacher and in their absence the Deputy Headteacher who will make it clear they are acting in the Headteacher's absence.</p>

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	<p>All pupils who have had an exclusion for any reason will have conditions attached to any school visits in that school year. It is not assumed they will participate.</p> <p>When a pupil is excluded for a fixed period, the exclusion will be for the minimum time judged sufficient to ensure that the pupil and others in the school understand that the behaviour is unacceptable.</p> <p>For exclusions of more than two days, work will be set. Arrangements for collecting work will be explained to parents. Where a pupil is excluded for a single block of more than fifteen days in a term, arrangements will be made to enable the pupil to continue their education and to facilitate the pupils reintegration into school at the end of the exclusion.</p>
3	<h2>General Procedures</h2>
3.1	<p>Where possible, the decision to exclude and the reasons for the exclusion will be notified to the parents by the telephone the same day.</p> <p>It will always be followed up with a formal letter explaining the reasons for the exclusion. The letter will inform the parents of their right to make representation in writing and/or in person to a specially convened Governors' Disciplinary Meeting, comprising members of the governing body with no connection to the pupil.</p> <p>A copy of the letter will be sent to:</p> <ul style="list-style-type: none"> • The Chair of Nailsworth C.E Primary School. • The designated EE&I officer <p>An exclusions form will be completed and sent to the EE&I Data Officer at Shire Hall, Gloucester.</p> <p>A note of the Governors' Disciplinary Meeting decision will be placed on the pupil's record with a copy of the Head teacher's exclusion letter</p> <p>All exclusions are reported termly to the full governing body.</p>
4	<h2>Permanent Exclusions</h2>
4.1	<p>The Headteacher will inform the Local Authority and the Governing body within one day of permanently excluding a pupil.</p> <p>A meeting of the Pupil Discipline Committee will be convened between the 6th and 15th school day after notice of the exclusion to parents and the parents must be invited. The purpose of the meeting is to hear any representation from parents and/or LA and to decide whether to reinstate the pupil.</p>

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	<p>Prior to the meeting, the chair of the committee will make it clear to parents when they will be informed about the decision, i.e. whether they should wait or whether they will be informed in writing. If parents are asked to wait while the governors make their deliberations, they should be invited back into the room at the same time as the head teacher to hear the governors' decision. This decision should be also notified to parents and the LA in writing within one school working day.</p> <p>The pupil will not be removed from the school's admissions register until the appeal process has been concluded or the time limit for an appeal has expired.</p> <p>Special arrangements exist for Children in Care. The Headteacher will contact the EE&I Team on the day of the exclusion to inform them that the child is in care and to invoke the CiC Transfer Protocol.</p>
5	Preventative Measures
5.1	<p>Pastoral Support Plan (PSP)</p> <p>The school will use the PSP procedure & process developed by the EE&I Team to support a child for whom normal school-based strategies have not been effective. It is a structured 16 week intervention for pupils at risk of permanent exclusion.</p>
5.2	<p>SEND Reviews</p> <p>The School will take account of their statutory duties including the SEND Code of Practice when administering the exclusion process. They will, as far as possible, avoid excluding any pupil with a Statement of Special Education Need or Education, Health & Care Plan. If such a child is at risk of permanent exclusion, an early review will be convened.</p>
5.3	<p>Managed Moves</p> <p>A managed move is an agreement between two schools, a pupil and their parents. It allows a pupil at risk of exclusion to transfer to another school. It will only be considered in the later stages of a PSP where there is little or no evidence of success.</p>
5.4	<p>Holistic Assessment</p> <p>Disruptive behaviour can be a sign of unmet needs. Where the School has concerns about a pupil's behaviour it will try to identify whether there are any causal factors and intervene early in order to reduce the need for exclusion. Consideration will be given to a multi agency assessment that could identify unmet special needs, go beyond educational needs and/or consider whether the child is likely to be defined as being in a key vulnerable group e.g. pupil eligible for free school meals, child in care or from certain ethnic groups.</p>

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5.5	<p>Referral to specific support services: The School may also refer a child/family to a specific support service such as Children & Young People's service (formerly CAMHS) or voluntary sector support services</p>
6	<p>Other Policies to be aware of:</p> <ul style="list-style-type: none"> • Behaviour • Anti Bullying • Equalities • Special Educational Needs and Disabilities • Safeguarding & Child Protection
7	<p>Review period: This policy will be reviewed by Governors following any permanent exclusion or where exclusions have totalled above 15 days in a term</p>
8	<p>Useful contacts</p> <p>If you want advice about exclusions you can contact:</p> <p>Education Inclusion Service, Gloucestershire County Council Tel: 01452 427360/427800</p> <ul style="list-style-type: none"> • Coram Children's Legal Centre on 0345 345 4345 or through http://www.childrenslegalcentre.com/index.php?page=education_legal_practice • ACE education on 0300 0115 142 on Monday to Wednesday from 10 am to 1 pm during term time and on the website: http://www.ace-ed.org.uk/ • The National Autistic Society (Schools Exclusion Service (England) on 0808 800 4002 or through schoolexclusions@nas.org.uk • Independent Parental Special Education Advice http://www.ipsea.org.uk/ <p>Further sources of advice can be accessed from:</p> <ul style="list-style-type: none"> • The government's guidance to schools on exclusion https://www.gov.uk/government/publications/school-exclusion • 'School discipline and exclusions' and 'Complaint about a school or childminder': https://www.gov.uk/school-discipline-exclusions/exclusions and https://www.gov.uk/complain-about-school • Gloucestershire Exclusion leaflet for parents: https://www.gloucestershire.gov.uk/media/17045/exclusion-leaflet-for-parents-2017-18.pdf

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