



RIDGEWOOD  
SCHOOL

# EXCLUSION POLICY

<b>Policy: Exclusion</b>	<b>Effective Date: September 2018</b>
<b>Revision Number : 2.0</b>	<b>Revised: January 2020</b>
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## Revision History

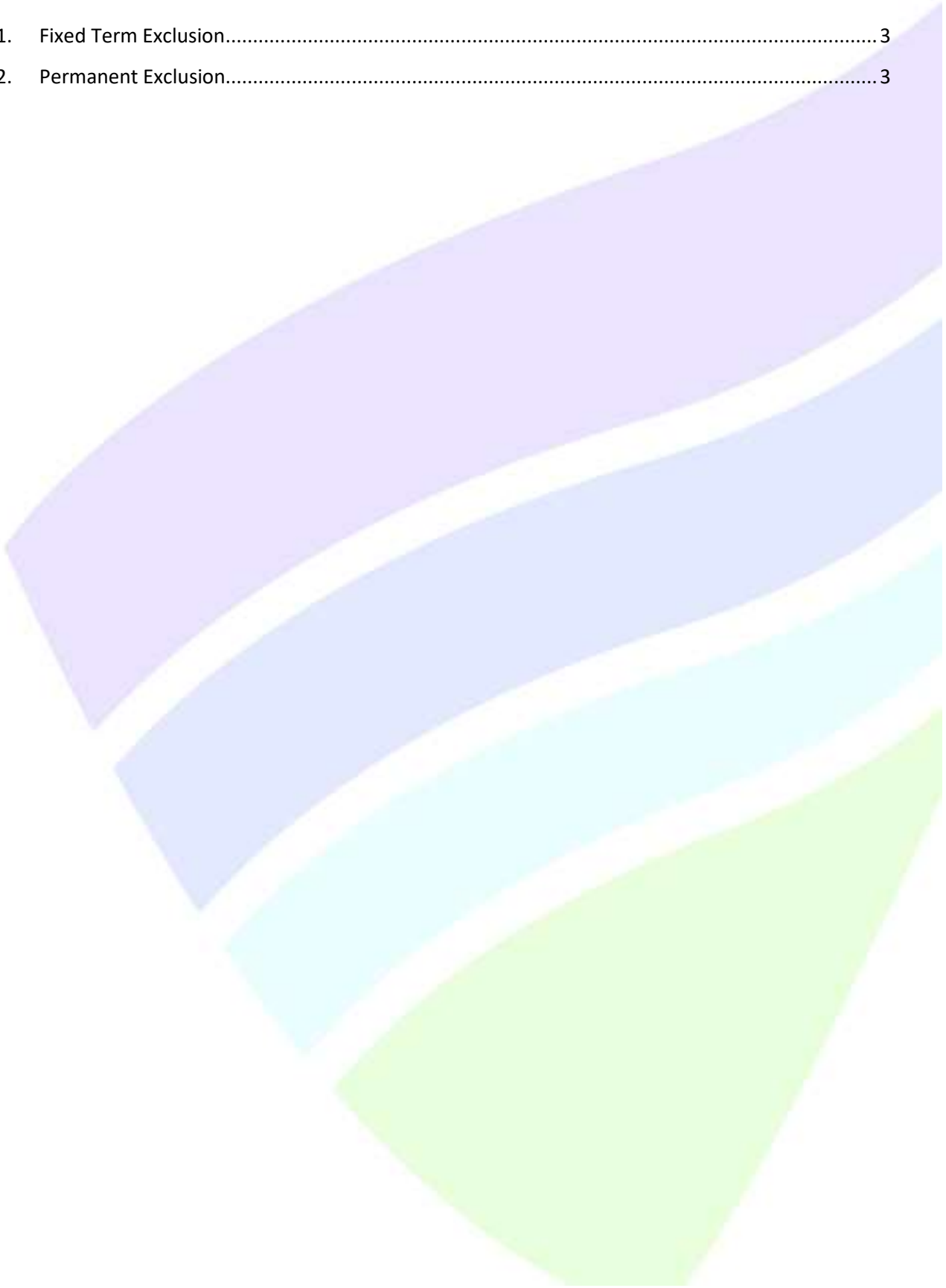
<b>Revision Number</b>	<b>Modifications</b>	<b>Date</b>
<b>1.0</b>	<b>Initial Policy</b>	<b>September 2018</b>
<b>2.0</b>	<b>Reviewed</b>	<b>January 2020</b>

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## **1. Fixed Term Exclusion**

'Good discipline in schools is essential to ensure that all pupils can benefit from the opportunities provided by education. The Government supports Headteachers in using exclusion as a sanction where it is warranted.'

(DfE 'Exclusion from maintained schools, Academies and pupil referral units in England 2012)

All decisions to exclude are serious and only taken as a last resort or where the breach of the school rules is serious. The following are examples;

- Failure to comply with a reasonable request from a senior member of staff
- Breaches of health and safety rules
- Failure to comply with the requirements of the BfL system
- Verbal abuse of staff, other adults or students
- Minor assaults or fighting
- Homophobic or racist bullying
- Sexual misconduct
- Possession of drugs and/or alcohol related offences
- Making a false allegation against a member of staff
- Wilful damage to property
- Bullying
- Theft
- Behaviour which calls into question the good name of the school
- Persistent defiance or disruption
- Failure to wear school uniform which has been provided (where possible) for a student who is in incorrect uniform is regarded as failure to comply with a reasonable request
- Other serious breaches of school rules

## **2. Permanent Exclusion**

'A decision to exclude a pupil permanently should only be taken:

- in response to serious or persistent breaches of the school's behaviour policy; and
- where allowing the pupil to remain in school would seriously harm the education or welfare of the pupils or others in the school.'

(DfE 'Exclusion from maintained schools, Academies and pupil referral units in England 2012)

The Headteacher will make the judgement, in exceptional circumstances, where it is appropriate to permanently exclude a student for a first or 'one-off' offence. These offences might include:

- serious actual or threatened physical assault against another student or a member of staff;
- sexual abuse or assault;
- supplying an illegal drug;
- possession of an illegal drug with intent to supply;
- carrying an offensive weapon;
- making a malicious serious false allegation against a member of staff;
- potentially placing students, staff and members of the public in significant danger or at risk of significant harm.

These instances are not exhaustive, but indicate the severity of such offences and the fact that such behaviour can affect the discipline and well-being of the School community.

The Headteacher may also permanently exclude a student for:

- one of the above offences; or
- persistent disruption and defiance including bullying (which would include racist or homophobic bullying) or repeated possession and/or use of an illegal drug or drug paraphernalia on School premises; or
- an offence which is not listed but is, in the opinion of the Headteacher, so serious that it will have a detrimental effect on the discipline and well-being of the School community.

The school has determined that, in addition to legislative guidance, any knife, irrespective of length, constitutes an offensive weapon and should not be brought into School. In addition to knives, axes, BB guns, air guns, GATT guns, catapults, slings, etc., will also be deemed to be offensive weapons. Other types of offensive weapons will include lengths of pipe, bats, other blunt instruments, or items judged by the Headteacher or the Governors to be carried with the intention to inflict injury on another individual – this would include blades removed from pencil sharpeners, etc.

In addition, the Governors also consider the following to be serious incidents and could result in the permanent exclusion of a student:

- Deliberate activation of the fire alarm without good intent
- Repeated or serious misuse of the school computers by hacking or other activities that compromise the integrity of the computer network
- Repeated verbal abuse of staff
- Persistent disruption and defiance that may or may not be directly linked to the BfL system

A student can be excluded for one or more fixed periods which, when aggregated, do not exceed a total of 45 school days in any one school year. The decision to exclude a student will be taken on a balance of probabilities and will take into account the seriousness of breaches of the school's behaviour policy, including persistent disruptive behaviour.

Where it becomes clear that fixed period exclusions are not deterring poor behaviour the school will consider alternative strategies for addressing that behaviour. For example a student may be referred to: Educational Behavioural Psychology Support Team; Star Centre, SEND Team, Alternative Provision or Pupil Referral Unit. A student may also be offered a personalised Alternative Learning Package or access to a Managed Move to reduce the risk of permanent exclusion. Where there is a persistent lack of parental co-operation and this is affecting the child's behaviour, the School will refer the case to the Local Authority Social Care Team. Family support may also be accessed through TAC procedures (Common Assessment Forms) to ensure inter-agency support.

In the majority of situations fixed term exclusions will be between 1 to 5 days - work will be set by the school during this period. Students who are excluded for a period of 6 days or longer will be provided with alternative educational provision, which will normally be off-site. For Children In Care, alternative provision will be provided from the earliest date possible, preferably from the first day of exclusion. Students may be required to engage in a phased reintegration (particularly for assaults) and will access support in the Star Centre or from the SEN Team.

## **DfE Guidance**

Under DfE Guidance 'Exclusion from maintained schools, Academies and pupil referral units in England', a meeting of the Governors' Behaviour Committee must be convened by the Governors' Behaviour Committee Clerk when:

- a student has received over 15 days' exclusion in one term;
- recommendation of permanent exclusion is made by the Headteacher for a one-off incident, or through the persistent disruption to the School's systems.

The Behaviour Committee will comprise of 3 members of the Governing Body who can hear the case impartially. If a member has a connection with the student, or knowledge of the incident that led to the exclusion, which could affect his or her ability to act impartially, he or she should step down.

The Behaviour Committee can uphold an exclusion or direct the student's reinstatement, either immediately or on a particular date.

The meeting must be convened between the 6th and 15th school day after the date of receipt of notice to consider the exclusion.

The Clerk will circulate the paperwork for the Behaviour Committee meeting to all parties invited to attend at least 5 days in advance of the meeting.

The parent/carer has the right to attend the meeting, and/or make written representations. This should be submitted to the Clerk as soon as possible before the meeting.

The Headteacher, Deputy Headteacher, the student's Achievement Coordinator may also be invited to attend the meeting. Parents/carers have the right to invite the Local Authority Exclusions Team Manager to attend the meeting.

Within one school day of the meeting, a letter will be sent detailing the decision of the Behaviour Committee. Following a permanent exclusion, the letter will also detail the procedure for appeal, which will be heard by an Independent Appeal Panel convened by the Local Authority. The parent/carer has 15 school days after the day on which notice in writing was given of the Behaviour Committee's decision, if delivered directly. If the notice in writing is posted first class, two additional days are added for postage.