



Exclusion Policy

October 2018

Review – October
2020

RELATING TO
All Academies of the Advance Learning Partnership

Purpose of this policy

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

Principles

Exclusion is a sanction used by the Academy only in cases deemed as serious breaches of the Academy Behaviour Policy. A pupil may be at risk of exclusion from Academy for:

- Verbal or physical assault of a pupil or adult;
- Persistent and repetitive disruption of lessons and other pupils' learning;
- Extreme misbehaviour which is deemed outside the remit of the normal range of sanctions.

A Fixed Term Exclusion from the Academy can only be authorised by the Headteacher or one of the Deputy Headteachers acting on their behalf. If none are available to authorise the exclusion a decision should be deferred until the opportunity for authorisation is available.

In the case of a Permanent Exclusion this 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 Academy.

The Academy seeks to reduce the number of incidents leading to exclusions by promoting a positive atmosphere of mutual respect and discipline within the Academy.

The Academy regularly monitors the number of Fixed Term Exclusions to ensure that no group of pupils is unfairly disadvantaged through their use and that any underlying needs of individuals are being fully met.

Notification of an Exclusion

Parents will be notified as soon as possible of the decision to exclude a pupil and the reason for the exclusion. This will usually be done on the day of the exclusion being authorised by direct phone contact. A written confirmation of the reason(s) for the exclusion will be sent to parents the same day.

In the case of a Permanent Exclusion parents will be notified by the Headteacher or Assistant Head Teacher in charge of behaviour by direct telephone contact or in a face to face meeting.

Where possible pupil who has been excluded will have the reason for his/her exclusion explained to them by a member of staff so that they understand the nature of their misbehaviour.

The Academy will also work to put in place a programme for the pupil on his/her return. This will include input from staff at the Academy, parents, if appropriate, and any other appropriate bodies e.g. Pupil Welfare Officer, Attendance Service or the Local Authority.

Should it be decided for whatever reason that the matter needs to be put in the hands of another agency i.e. the incident leads to the discovery that there is a child protection issue, the Academy 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 Academy and that further input will promote in him/her a more positive attitude and a subsequent improvement in behaviour.

The Chair of Governors, LA Inclusion Officer and relevant Academy staff will be notified of all Fixed Term Exclusions the same day of the production of the exclusion letter, which they will receive a copy of; it will clearly outline the reasons for the exclusion.

Pupils Returning from a Fixed Term Exclusion All pupils 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 pupil, parent and Academy.

Permanent Exclusions

The Academy will usually 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 ongoing issues or even for a 'one-off' in the most extreme circumstances that is deemed irreconcilable and no alternative action is available.

If your child has been permanently excluded, be aware that:

- the Academy's governing body is required to review the Headteacher's decision and you may meet with them to explain your views on the exclusion
- if the governing body confirms the exclusion, you can appeal to an independent appeal panel organised by the local authority
- the Academy must explain in a letter how to lodge an appeal
- the local authority must provide full-time education from the sixth day of a permanent exclusion

Appeals

All correspondence regarding an exclusion from the Academy 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.