



Behaviour Policy (SISW 5) Appendix C – Exclusions Procedures

Fixed Period Exclusions

A student may be excluded from school by the head teacher for:

1. An incident involving substance possession, misuse or supply (see Substance Use and Abuse Policy).
2. Abusive or threatening behaviour towards a member of staff or another student (see Bullying Statement).
3. Behaviour by a student which places him/herself at serious risk.
4. Repeated serious breaches of the school's Behaviour Policy which have continued despite the use of other support strategies/sanctions/punishments by the school. (Parents are kept fully informed of any growing concerns regarding the child's behaviour and are usually invited into school to discuss an escalating problem and warned if there is a likelihood of exclusion. Students in danger of permanent exclusion may be referred to the Rivers Support Centre and/or other appropriate professionals.

Permanent Exclusion

A student may be permanently excluded by the head teacher as a result of:

1. A sufficiently serious incident under 1 or 2 above which, in the head teacher's judgement, indicates that the student involved poses an unacceptable long term threat to other students or staff
2. When, following previous short term exclusions, continued serious breaches of the school's Behaviour Policy indicate that the problem is not lessening. Other strategies, including the use of a Pastoral Support Programme, to help the student better manage his/her inclusion and behaviour will have been tried but will have failed.
3. Physical assault on a member of staff.
4. Sexual assault on a member of staff or student.
5. Bringing/carrying an offensive weapon in school.
6. Found in possession of illegal drugs or any other forbidden substance

Whenever the head teacher excludes a student, the DfE's Exclusions statutory Procedures will be followed.

Temporary Exclusions (5 days or fewer aggregate in any one term)

1. Decision made by Headteacher on the recommendation of Senior Leadership Team (SLT) and/or Head of Year (HoY).
2. Letter to parents explaining reasons. Parents offered right to make representation to Governors.
3. If representations are made, Chairman will decide on subsequent action.
4. Record kept in student file and SIMS Behaviour Log.

Temporary Exclusions (more than 5 days in any one term)

1. Decision made by Headteacher on recommendation of SLT or HoY
2. Letter to parents explaining reasons, offering opportunity of discussion and stating that a copy of letter has been sent to Chairman of Discipline Committee. Parents offered right to make representation to Chairman of Discipline Committee.
3. If representations are made, Chairman will decide on subsequent action.
4. Record kept in student file and SIMS Behaviour Log.

Permanent Exclusions

1. Decision made by Headteacher on recommendation of SLT or HoY
2. Letter to parents explaining reasons. Parents also informed that Discipline Committee will meet to decide whether to uphold the decision.
3. The Clerk to the Governors convenes a meeting of Discipline Committee within fifteen school days where possible. Evidence provided by the school.
4. If upheld, Discipline Committee informs parents of decision and of right of appeal.
5. If not upheld student returns to school. Discipline Committee informs parents.
6. If no appeal or appeal refused, Discipline Committee informs LA and sends final letter to parents.
7. If student is over 18, all letters are addressed to students rather than parents.

Under the Education and Inspections Act 2006 parents have a duty to ensure that during the first five days of an exclusion from school, their child is not found in a public place during school hours, without reasonable justification.

In all cases the school will have regard to the current guidance on exclusions from schools and student referral units published by the DfE from time to time.