Ashbridge
INDEPENDENT SCHOOL & NURSERIES

EXCLUSION POLICY

Approved by: SLT

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Related policies: Behaviour, Anti-Bullying

Accessibility: Available on the website and on request

Scope: Ashbridge Independent School

Good discipline is essential to ensure that all young children/pupils can benefit from the opportunities provided by an early years and primary education. Our behaviour policy outlines expectations, procedures and key strategies for promoting good behaviour. Exclusion would only be used as a last resort, in response to a serious breach, or persistent breaches, of the behaviour policy; and where allowing the child/pupil to remain in school or nursery would seriously harm the education or welfare of the child/ pupil or others in the setting.

The government advice Behaviour and Discipline in Schools 2016 has been used when writing this policy as a guide. Whilst it is not a requirement for independent schools, it is a useful tool and applies to our nurseries too.

Purpose of this policy
This policy is designed to briefly outline the school and nursery's approach to and use of exclusions.

Principles
Exclusion is a sanction used only in cases deemed as extremely serious breaches of our Behaviour Policy.
A child/pupil may be at risk of exclusion for:

- Verbal or physical assault of another child/pupil or adult
- Persistent and repetitive disruption of others learning
- Extreme misbehaviour which is deemed outside the remit of the normal range of behaviour management strategies and sanctions
- Any discriminatory behaviour based on any of the protected characteristics; age, disability, gender, gender reassignment, race, religion or belief, sex or sexual orientation.

A Fixed Term or Permanent Exclusion can only be authorised by the Headteacher in consultation with the Directors of the company. As stated in our Behaviour Policy, parents are fully involved at all stages, and prior to a decision to exclude a child, the Headteacher or Nursery Manager would call a meeting with parents to discuss the use of such a sanction.

Types of Exclusion
There are two types of exclusion: Fixed Period and Permanent.

Fixed Period Exclusion:
These exclusions are usually for a short period and the child/pupil returns after the exclusion period has expired.

Permanent Exclusion: This means the pupil cannot return to the school and the contract with the parents would be terminated. If a school pupil is permanently excluded, we would inform the Local Education Authority (LEA) as they would have the responsibility to provide other suitable education.

The Decision to Exclude
Fixed Term Exclusion - Exclusions will be used sparingly and only if there are serious breaches of the school's behaviour policy or civil law; or if allowing the child/pupil to remain in school would be seriously detrimental to the education or welfare of the pupil or others.

Permanent Exclusion - The Headteacher and Directors hold joint responsibility for taking the decision to permanently exclude a child/pupil. Permanent exclusion is used as a last resort, when all other reasonable steps, as outlined in the Behaviour Management Policy have been taken.

The usual reason for exclusion would be a continuing pattern of incidents that breach the school's behaviour policy, however, a child/pupil may, in extreme cases, be permanently excluded following a serious 'one off' breach of the school's behaviour policy. At Ashbridge, this could apply in the event of serious or threatened violence against another child/pupil or member of staff or malicious accusations against another child or member of staff.

The decision to exclude a pupil must be reasonable and fair. Pupils are never discriminated against based on protected characteristics; age, disability, gender, gender reassignment, race, religion or belief, sex or sexual orientation.

Procedures for Exclusion

Following the decision to exclude a pupil, the Headteacher must:

Inform the child's parents or guardians **in writing** their child has been excluded, the type and length of the exclusion and the reasons for it

For children of compulsory school age, inform the Local Authority as soon as is reasonably practical of:

Any permanent exclusion, including the reason

Any exclusion resulting in a pupil being excluded for more than 5 days in a term, including the reason and length of exclusion

In the event of a child being excluded of school age who lives in a different Local Authority, that Local Authority will also be informed.

Notifying Parents / Carers of an Exclusion

- Parents are informed of the decision to exclude a child/pupil in writing and the reason for the exclusion prior to such a sanction being imposed.

- A written confirmation of the reason(s) for the exclusion will be issued also.

- At this stage, the process of appeal would be at Stage 3 of the Complaints Policy

- The child/pupil, who is to be excluded, either on a fixed term or permanent basis, will have also been included in earlier discussions and will have the reason for exclusion explained to them by the Headteacher so that they understand the nature of their misbehaviour and the reason for the imposition of the sanction.

- If a fixed term exclusion is in place, the school will also work to put in place a programme for the child/pupil on return to school. This will include input from staff at the school, parents, if appropriate, and any other appropriate bodies or specialists such as educational psychologists. It is hoped that in most cases following a fixed term exclusion, the child would be able to return to school and that further input would promote in them a more positive attitude and a subsequent improvement in behaviour.

- A child/pupil returning from a Fixed Term Exclusion would be required to attend one or more reintegration meetings accompanied by a parent. These meetings seek to establish ways in which behaviour is to be modified to acceptable standards in partnership between the child/ parent and school.

- 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 school will continue to

monitor the situation and work closely with that agency following local procedures. (See also the full Safeguarding policy.)