



The Heys School

School Exclusion Policy

Prepared By:	Rav Singh
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Next review Date:	June 2022
Signed Head Teacher :	
Role (COG/CEO Trust)	I Mclaughlin
Signed:	

Introduction

Our present exclusion policy is intended to be coherent, clear and fair and allow sensible decisions to be made in response to particular circumstances and individuals. Its main aim is to protect students and keep classroom disruption to a minimum.

The Heys School actively seeks to provide an environment where all members of the community are safe from harm. As such, the school takes a robust approach to any individual or group that violates our behaviour, drugs or anti-bullying policies.

This is a school where human rights are respected; as such the responsibility to maintain high standards of behaviour lies with all members of The Heys School community. The school acknowledges its legal duties under the Equalities Act 2010 in relation to all protected groups including SEND (Special Educational Needs and Disabilities) and will always take their circumstances into account.

Policy Background

This policy is under continuous review by the Senior Leadership Team and the Governor's body. This policy has been written with reference to the *DFE guidance on Behaviour & Discipline in Schools* and *Statutory guidance for maintained schools, academies and student referral units on the exclusion of students*.

The Head teacher normally makes the decision to exclude. In the Head teacher's absence, the Deputy Head teachers are nominated to make such decisions.

An exclusion is a significant matter for students and for their parents/carers and will only take place as a result of behaviour which represents a serious breach of our Behaviour Policy, which can be found on the school website.

Fixed Term Exclusions (FTE) - Fixed term exclusions can range from 1-5 days and from day 6 the school will provide alternative education.

Permanent Exclusions (PEX) - Permanent exclusion should only be used as a last resort, in response to a serious breach, or persistent breaches, of the school's behaviour policy; and where allowing the student to remain in school would seriously harm the education or welfare of the student or others in the school.

The behaviour of students outside school can be considered as grounds for exclusion. This will be a matter of judgement for the head teacher in accordance with the school's published behaviour policy.

Behaviour which may lead to exclusion

There are a number of serious behaviours that prevent students from doing well and could result in a FTE or permanent exclusion by the headteacher. This list is not exhaustive but may include the following:

- Verbal or physical abuse of staff or students
- Bullying, in any form
- Sexual harassment of any kind
- Prejudice on grounds of race, age, gender, sexuality, disability and others
- Carrying an offensive weapon
- Use or sale of alcohol or any other mood changing drugs
- Deliberate damage or theft
- Smoking/vaping in or around the building or while wearing school uniform
- Gambling
- Bringing the school into disrepute

Repetition of such offences will result in longer fixed-term exclusions and may lead to permanent exclusion.

Serious incidents of misbehaviour may lead to immediate permanent exclusion. This could take the form of a one-off serious incident or cumulative poor behaviour over time.

Procedures

- Incidents likely to lead to an exclusion are reported to the Deputy Headteacher or Headteacher. Written accounts giving details of the incident are required, including witness statements.
- The Headteacher (or the Deputy headteachers) makes the decision whether or not to exclude and for how long. Where practical, students will be given an opportunity to present their case before taking the decision to exclude. This is normally in the form of written accounts taken from all parties involved.
- If a student is to be excluded, a letter is written to parents/carers and the student is informed. Where practical, parents/carers are telephoned to inform them of the action taken. The student takes home a copy of the exclusion letter. A further copy is posted. The letter includes the date and time of the readmission meeting.

Reintegration meetings are led by the Head of Year/Pastoral Manager and will be attended by a senior leader linked to the relevant year group along with the student's parent or carer. When students are in danger of permanent exclusion a meeting will be held to discuss their future.

When students are readmitted to school a reintegration programme is discussed in order to support the student. This may include:

- Going onto report to monitor progress
- Gradual reintegration to lessons through isolation
- The introduction of a Peer Mentor
- Referral to the school Counsellor
- Referral to the school Nurse
- Referral to other external support agencies

Students and their parents/carers will be asked to sign a document outlining student and school commitment to this process. A copy will be given to parents/carers.

Students are expected to participate fully in the reintegration process in order to show that they have taken responsibility for their actions and show a commitment to improve. Should a student be unwilling to do this, the student may face a further exclusion.

The Heys School believes in the value of restorative practices and, when appropriate, restorative meetings will be held between conflicting parties in order to resolve any issues which exist.

If a student is permanently excluded, a panel of the school's Governors will meet promptly to consider the decision to permanently exclude. This panel will examine the reasons for the decision and will look at appropriate evidence, such as the student's school record, witness statements and the strategies used by the school to support the student prior to permanent exclusion, if applicable.

The student and their parents/carers will be invited to the panel. If the panel does not decide to reinstate the permanently excluded student, the student has the statutory right to appeal the decision, full details of which will be given to the student and their parents/carers.

Linked Policies:

- Behaviour Policy
- Drugs Policy
- Anti-bullying policy