

**ELLESMERE
PRIMARY SCHOOL**



Engage, Persevere, Succeed

Exclusion Policy 2016-2017

Review Date: September 2017

The decision to exclude a pupil will be taken in the following circumstances;

In response to a serious breach of the School's Behaviour Policy
If allowing the student to remain in School would seriously harm the education or welfare of the pupil or others in the School.

Exclusion is an extreme sanction and is only administered by the Head (or, in the absence of the Head, the member of the Senior Leadership Team who is acting in that role). All exclusions should also be referred to the Academy Trust once this measure has been decided upon.

Exclusion, whether fixed term or permanent may be used for any of the following, all of which constitute examples of unacceptable conduct and are infringements of the Behaviour Policy;

Unacceptable behaviour which has previously been reported and for which School sanctions and other interventions have not been successful in modifying the pupil's behaviour

Verbal or physical abuse of other pupils or school staff

Aggression towards other pupils leading to the possibility of physical or emotional harm

Indecent behaviour

This is not an exhaustive list and there may be other situations where the Principal makes the judgment that exclusion is an appropriate sanction.

Exclusion procedure

Most exclusions are of a fixed term nature and are of a short duration.

The Trust will be required to review promptly all permanent exclusions from the School and all fixed term.

Following exclusion parents or guardians are contacted immediately where possible. A letter will be sent by post, or in person, giving details of the exclusion and the date the exclusion ends. Parents have a right to make representations to the Board of Trustees. A return to School meeting will be held following the expiry of the fixed term exclusion and this will involve a member of the Senior Management Team and other staff where appropriate

During the course of a fixed term exclusion where the pupil is to be at home, parents are advised that the pupil is not allowed on the School premises, and that daytime supervision is their responsibility, as parents/guardians. The length of fixed term exclusions will be left to the professional judgment of the Principal and discussed in partnership with the Academy trust. In the event fixed term exclusion is administered by a member of the senior management team the length of this exclusion will always be discussed with a member of the Academy Trust in the absence of the Principal.

Work will be provided by the class teacher.

Permanent Exclusion

The decision to exclude a student permanently is a serious one. There are two main types of situation in which permanent exclusion may be considered.

1. The final, formal step in a concerted process for dealing with disciplinary offences following the use of a wide range of other strategies, which have been used without success. It is an acknowledgement that all available strategies have been exhausted and is used as a last resort. This would include persistent and defiant misbehaviour including bullying (which would include racist or homophobic bullying).
2. When a serious criminal act has been committed, the school will involve the police in any such offence.

General factors the School considers before making a decision to exclude

Exclusion will not be imposed instantly unless there is an immediate threat to the safety of others in the School or the student concerned. Before deciding whether to exclude a pupil either permanently or for a fixed period the Principal will;

- Ensure appropriate investigations have been carried out
- Consider all the evidence available to support the allegations taking into account the school policies
- Allow the student to give her/his version of events
- Check whether the incident may have been provoked.

If the Principal is satisfied that on the balance of probabilities the student did what he or she is alleged to have done, exclusion will be the outcome.

In the event of exclusion the LA protocol letter will be sent to parents, on school letter head and can only be signed by the Head or Deputy in their absence: