



Exclusion Policy

This policy should be reviewed annually and as required by legislation.		
Action	Reviewer	Date
Review	EG	Nov 2023
Approved by Chair of COM	DD	Nov 2023
Date for next internal review	EG	Nov 2024

EXCLUSION POLICY

Principles:

The school's Behaviour Policy aims to promote a positive atmosphere of mutual respect and discipline within the school and to establish a framework in which behavioural issues are managed in an active, positive way through a range of strategies and interventions of support designed to avoid such issues reaching the point of exclusion.

In the vast majority of situations, behaviour can be managed through a variety of strategies (See Behaviour Policy), however if approaches to behaviour management have been exhausted, suspension and permanent exclusion will sometimes be necessary as a last resort. This is to ensure that other pupils and staff are protected from disruption and a calm, safe and supportive environment can be restored.

Exclusions may include exclusion from peers or from an activity within school, Suspension (Fixed Term Exclusion) and Permanent Exclusions.

All decisions to suspend or permanently exclude a pupil will be lawful, reasonable and fair and the exclusions process will be applied fairly and consistently.

1. Exclusion is a sanction used by the school only in cases deemed as serious breaches of the school's Behaviour Policy. A child may be at risk of exclusion from school for:
 - Verbal or physical assault of another child or an adult.
 - Persistent and repetitive disruption of lessons and of other children's learning.



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- Extreme misbehaviour which is deemed outside the remit of the normal range of sanctions.
 - Persistent bullying
 - Unsatisfactory attendance, which is not in the child's or the School's best interests
2. A Suspension from the school can only be authorised by the Headteacher or the Deputy Headteacher acting on their behalf.
 3. 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 the Council of Management of the intention to impose this sanction, although the final decision rests with the Headteacher of the school.

Notification of an Exclusion:

1. Parents/guardians will be notified immediately by the Headteacher, either by direct phone contact or a face-to-face meeting, of the decision to exclude the child, the reason for the exclusion and the period of the Suspension, or, for a Permanent Exclusion, the fact that it is permanent. A written confirmation of the reason(s) for the exclusion will be sent to parents/guardians the same day.
2. In the case of a Permanent Exclusion parents/guardians will be notified by the Headteacher in a face-to-face meeting.
3. The Headteacher will explain to the child the reason for his or her exclusion.
4. For a Suspension, the school will put in place a programme for the child on his/her return. This will include input from staff at the school, parents/guardians and, if appropriate, any other appropriate outside agency, to support the child in managing his or her behaviour and feelings. It is hoped that, following an exclusion, the child will be able to return to school and that further input will promote in him/her a more positive attitude and subsequent improvement in behaviour.
5. The Chair of the Council of Management and relevant school staff will be notified of a Suspension on the same day and will be given a copy of the exclusion letter.
6. A child returning from a Suspension is required to attend a reintegration meeting accompanied by the parent/guardian. This meeting will seek to establish practical ways in which further exclusion can be avoided and behaviour modified to acceptable standards in partnership between the parents/guardians, School and child.

Permanent Exclusion:



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The School 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 the Headteacher may decide to Permanently Exclude a child because of ongoing issues or even for an extremely serious 'one-off' incident.

If a child has been permanently excluded by the Headteacher or has been suspended for a period of more than 11 days:

- Parents can ask The Council of Management to review the Headteacher's decision and parents/guardians may meet with them to explain their views on the exclusion. The CoM would either:
 - uphold the exclusion decision; or
 - recommend the Head reconsiders the decision.
- Correspondence to parents/guardians regarding an Exclusion or Suspension from the School will inform them of their right ask the Council of Management to review the decision to Exclude or Suspend. The person who should be contacted to initiate a CoM review is the Secretary to the Council of Management, 77 Elmore Street, London N1 3AQ.

Child Protection:

It is the school's duty to inform Islington Safeguarding Children's Board of any child of compulsory school age who has been permanently excluded from the school or whose Suspension exceeds 5 days during term time.

Attendance and Admissions Register:

A child's name must be removed from the School Admissions Register if:

- A total of 15 school days have passed since the parents/guardians were notified and no application has been made for a Council of Management review or
- Parents/guardians have stated in writing they will not be applying for a Council of Management review of the decision to Exclude or Suspend their child from School

If an excluded child is not attending an alternative provision, Code E must be used in the School Attendance Register.

Legislation, statutory requirements and statutory guidance

- [Behaviour in Schools, DFE Guidance.](#)



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- [Suspension & Permanent Exclusion, DFE Guidance.](#)
- [Equality Act, 2010](#)

Related School Policies:

- Behaviour Policy
- Anti-Bullying Policy
- Equality Policy
- SEN Policy

This Policy was reviewed, amended and agreed by the Council of Management in Nov 2023. It will be reviewed again in one year's time.

Agreed by __Danielle Dufey_____Chair of the Council of Management