**EXCLUSION POLICY**

This policy is part of the school Behaviour policy and will only be used when there has been a serious breach of this policy and no other options are available

**Removing pupils from the school site and the decision to exclude.**

Pupils may be required to leave the school site if:

1. There is sufficient evidence that allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school. In these circumstances the pupil may be excluded from school for a fixed period or permanently.
2. For medical reasons, if the pupil’s presence on the school site represents a serious risk to the health and safety of other pupils or school staff. In these circumstances the headteacher/assistant head send the pupil home after consultation with the pupil’s parents. This is **not** an exclusion.

**Fixed Term Exclusion**

A decision to exclude a pupil for a fixed period will be taken in response to breaches of the school behaviour policy including persistent disruptive behaviour and a potential threat to the safety of the pupil, other pupils and members of staff.

These will be for the shortest time necessary and allowing time for strategies to be put into place to prevent re-occurencies of this behaviour.

Only the head teacher or if they are absent assistant head can exclude a pupil. Other exclusion related activities may be delegated by the headteacher to other members of staff. All fixed term exclusions will be for a fixed amount of time.

The Local Education Authority (SEN Department) will be informed of any exclusion of more than five days.

The headteacher may exclude a pupil for one or more fixed period exclusions which do not exceed a total of 45 days in any one school year.

**Reintegration Interview**

The headteacher will arrange a meeting with the parents during or immediately following the expiry of any fixed period exclusion . The purpose of the meeting will be to assist the reintegration of the pupil and to promote the improvement of his/her behaviour. It provides the opportunity to:

1. Emphasise the importance of parents working with the school to take joint responsibility for their child’s behaviour.
2. Discuss how behaviour problems can be addressed
3. Explore wider issues and any circumstances that may be affecting the pupil’s behaviour
4. Reach agreement as to how the child’s education should continue and what measures should be put into place to prevent further challenging behaviour.

At least one of the parents should attend. If neither parent attends an agreed meeting the school will keep a record of failure to attend. However a fixed period exclusion will not be extended if this meeting is not attended by parents.

The interview will be conducted on school premises.

**Permanent Exclusion**

The decision to exclude a pupil permanently will only be taken after a wide range of strategies have been tried without success and as a last resort.

There will however be exceptional circumstances where in the headteacher’s judgement it will be appropriate to permanently exclude a pupil for a ‘one off’ offence. For example a serious actual or threatened violence against another pupil or member of staff.

The LA will be informed of the permanent exclusion.

During the first five days of a permanent exclusion the LA should arrange to assess the pupil’s needs. For a pupil with a statement of SEN suitable full-time provision must be arranged by the LA for school age pupils that is appropriate to their SEN as set out in the statement.

**Penalty Notice for Excluded Pupils**

For pupils of compulsory school age (5 -16 years) during the initial period of up to five days exclusion whether fixed or permanent the parents of the excluded pupil must ensure that he or she is not present in a public place during normal school hours without reasonable justification. A failure to comply with this is an offence and parents may be given a fixed penalty notice of £50 if they fail to do so.