

EXCLUSION POLICY

Statement of Intent

As stated in other policies we are committed to providing a caring, friendly and safe environment for all of our young people so they can live and learn in a relaxed and secure atmosphere. The Beeches believe that a positive approach to behaviour management is essential. Where there are incidents of poor behaviour, we believe there is a reason and this will be taken into account when working with the student in question. Each behavioural incident is discussed on an individual basis with a consequence relevant to that student. Exclusion is not a decision that the school will take lightly. The school will take account of any special educational needs when considering whether or not to exclude a pupil.

We have a legal duty under the Disability Discrimination Act 1995 as amended not to discriminate against disabled pupils by excluding them from school for behaviour related to their disability. The Head should ensure that reasonable steps have been taken by the school to respond to a pupil's disability so the pupil is not treated less favourably for reasons related to the disability.

'Reasonable steps' could include:

- differentiation in the school's behaviour policy
- developing strategies to prevent the pupil's behaviour
- requesting external help with the pupil
- staff training

Each student has an individual behaviour management plan to support them enabling them to achieve their full potential.

However when the behaviour of a young person is deemed to be so totally unacceptable as to cause severe damage to property or serious injury to themselves or others, exclusion will be considered and applied as the only possible option. This policy is to be used as guidance for the implementation of exclusions.

The decision to exclude

A decision to exclude a pupil is seen as a last resort by the school. The school is responsible for communicating to pupils, parents/carers and staff its expectations of standards of conduct. A range of policies and procedures are in place to promote good behaviour and appropriate conduct. No exclusion will be initiated without first exhausting all other strategies or, in the case of a serious single incident, a thorough investigation. Any exclusion will be at the recommendation of the Head teacher and at the discretion of the Directors.

Reasons for exclusion

Serious breach of the school's rules or policies,
Risk of harm to the education or welfare of the pupil or others in the school,

Steps to prevent an exclusion

The Beeches will implement a range of support and management strategies, to try prevent a student from being excluded. These could include:

- Review the student Individual behaviour support plan
- Implement strategies to support the student with their behaviour
- Discussion with the pupil
- Mentoring (Tutor support)
- Report card (Encouragement Card)
- Discussions with parents/carers
- Target setting
- Checking on any possible provocation
- Detention
- Mediation
- Counselling

Internal exclusion

Where a student is repeatedly not following school expectations by being disrespectful to staff or students, the student may be educated separately to their peers, this would include break, lunch times and in afternoon activities. During this time teaching staff will work with the student on helping them understand why their behaviour is not acceptable and allowing them to see an alternate way to behaviour or express themselves.

Permanent exclusion

If a student's behaviour is deteriorating a review of the students Individual behaviour plan will take place, strategies will be put in place to help support the student at this difficult time. A permanent exclusion is a very serious decision and the Head of Education will consult with the Manager or a Director before enforcing it.

A Permanent exclusion may take place when there has been:

- Serious actual or threatened violence against another pupil or a member of staff
- Possession or use of an illegal drug on school premises
- Carrying an offensive weapon

The decision to exclude

If the Head decides to exclude a pupil he/she will:

- ensure that there is sufficient recorded evidence to support the decision.
- explain the decision to the pupil
- contact the parents / carers, explain the decision and ask that the child be collected
- send a letter to the parents / carers confirming the reasons for the exclusion,

An exclusion should not be enforced if doing so may put the safety of the pupil at risk. In cases where parents/carers will not comply by, for example, refusing to collect the child as the child's welfare is the priority.

Behaviour outside school

Pupils' behaviour outside school on school business e.g. on school trips, at sports fixtures, is subject to the school's behaviour policy. Bad behaviour in such circumstances will be dealt with as if it had taken place in school.

Marking attendance registers following exclusion

When a pupil is excluded temporarily, he/she should be marked as absent using Code E.

Managed move

The Beeches believe that every child is entitled to an education that fully meets their needs. In cases where the Beeches cannot do this, due to a child's deteriorating health or behavioural issues it may be deemed appropriate for the child to be educated elsewhere. This is not exclusion and in such cases the Head of Education will try to assist the parents/carers in placing the pupil in another school.

In cases where the Head and parents/carers agree that the progress of the pupil has been unsatisfactory and the pupil is unwilling or unable to profit from the educational opportunities offered, or if a parent/carer has treated the school or members of its staff unreasonably the Head may require the parents/carers to remove the pupil at the end of a term.

Removal from the school for other reasons

The Head may send a pupil home, after consultation with that pupil's parents/carers and a health professional as appropriate, if the pupil poses an immediate and serious risk to the health and safety of other pupils and staff, for example because of a diagnosed illness such as a notifiable disease. This is not an exclusion and should be for the shortest possible time.

Procedure for appeal

If parents/carers wish to appeal the decision to exclude, the matter will be referred to the Directors. Two Directors/consultants, who were not involved in the initial decision to exclude, will acknowledge the complaint and schedule a hearing to take place as soon as practicable and normally within five days.

Records relating to the decision to exclude and the parents/carers' complaint will be copied to all parties not later than two days prior to the hearing. In no circumstances whatsoever will the school or its staff be required to divulge to parents/carers or others any confidential information on or the identities of pupils or others who have given information which has led to the exclusion or which the Head has acquired during an investigation.

The parents/carers may be accompanied to the hearing by one other person. This may be a relative, teacher or friend. Legal representation will not normally be appropriate.

If possible the Directors will resolve the parents/carers' complaint without the need for further investigation. Where further investigation is required, the Directors will decide how it should be carried out. After due consideration of all the facts they consider to be relevant, the Directors will reach a decision on whether to uphold or rescind the exclusion or they may make other recommendations. This decision will be made within ten days of the hearing.

The Directors will write to the parents/carers informing them of the decision and the reasons for it. The decision of the Directors will be final. The Directors findings and, if any, recommendations will be sent in writing to the Parents / carers, the Head and the other Directors.

Reviewed annually, last updated February 2018. Kathryn Black: Head of Education.