



# Ark All Saints Academy

## Exclusion Policy

### 1 INTRODUCTION

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*ARK ALL SAINTS ACADEMY is an academy with the highest expectations of its scholars, staff and parents. Our vision is for all members of our All Saints family to be confident, responsible, and successful and to live with integrity. This will enable our scholars to be well prepared for the next phase of their journey whether that is to university or in pursuing the career of their choice.*

*We welcome scholars of all faiths and none to our Church of England academy where our guiding principles are based on Christian values.*

*We treat every scholar as an individual and we work with them and their families to develop and nurture their talents.*

### 2 RATIONALE

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Good behaviour is best maintained by the effort of scholars, parents and staff working together to ensure adherence to the academy ethos and observance of the Academy Code to ensure that all members of the community can enjoy a safe and productive learning environment. In the interest of keeping good discipline and as a result of serious offences, it is sometimes necessary for the Principal to “exclude” scholars from school. This is a serious step for the school to take but reflects the importance of respect for the school’s values and its members if a scholar is to continue to be part of this community.

Exclusion can give the scholar space to reflect on their behaviour and its impact on their community, acts as a deterrent to other scholars and clearly communicates the values upon which our academy is based.

### 3 EXCLUSION

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#### 3.1 What is exclusion?

Exclusion from school operates within a framework set down in law and in accordance with guidance from the DfE. Exclusion is the formal removal of a scholar from school. All exclusions have to be authorised by the principal of the academy

There are two types of exclusion:

- Fixed Term - up to a maximum of 45 days in one school year
- Permanent - where a scholar is expelled from the school

### **3.2 When is exclusion used?**

Exclusions can only be for a breach of the disciplinary code.

Permanent exclusion can be used for serious “one off” offences such as:

- Violence or threat of violence
- Activities involving drugs, substance abuse or alcohol
- Criminal offences
- Being in possession of, using or threatening to use an offensive weapon
- Inappropriate sexual conduct
- Damage to Academy property or theft
- Actual or threat of violence and assault
- Abusive or threatening behaviour
- Bringing the Academy into disrepute
- Any behaviour or action that places AASA members in danger or potential danger

The above are main examples and there may be other matters of a serious nature that will be regarded as meeting the definition of a ‘one off’ breach of the behaviour policy. Permanent exclusion may also be a disciplinary sanction employed for repeated breaches of the School Code, often following a number of previous fixed term exclusions.

### **3.3 What happens when a scholar is excluded?**

Parents will be contacted initially by telephone. A formal letter of exclusion will be sent home in the post. It is the parents’ responsibility to supervise the child during the first 5 days of exclusion although work will be sent home; the child must not be in a public place during school hours in this time and, should this occur, unless there is reasonable justification, they could receive a fixed penalty notice from the Local Authority.

From the sixth day of a fixed term exclusion, the school will make provision for the child’s full time education usually at another local school; in the case of permanent exclusion arrangements are the responsibility of the Local Authority.

A meeting of 3 members of the governing body is required by law to review the Principal’s decision to permanently exclude and where a scholar has been excluded for more than 15 days in one term. Subject to availability governors will meet within 15 school days of the decision being taken by the Principal. In the case of other forms of fixed term exclusions governors may be requested to meet by parents and details of this right and the timescales applicable are set out in a note which accompanies all exclusion letters.

### **3.4 What may happen after exclusion?**

Arrangements for the education of a permanently excluded child are the responsibility of the home Local Authority. For fixed term exclusions:

- A reintegration meeting involving the child, parents and key staff will be arranged

- A phased reintegration, including time in the PLSC, will normally be expected
- Strategies designed to prevent further exclusion will be agreed, these will be formalised into a Pastoral Support Plan for scholars who are considered because of their behaviour to be at risk of permanent exclusion

### **3.5 How are Governors and Ark involved?**

#### **3.5.1 Governors:**

- ✓ Regularly review the Exclusions Policy
- ✓ Monitor exclusions termly
- ✓ Are involved in some reintegration meetings, especially if a scholar has been excluded on a number of previous occasions and will attend permanent exclusions and other exclusion review meetings as advised
- ✓ Set up a Disciplinary Panel (3 members) as required.

#### **3.5.2 Ark:**

- ✓ Advises parents and the school on matters of law and DfE guidance
- ✓ Monitors exclusions through reports submitted by the academy
- ✓ May attend reintegration and other meetings
- ✓ Will arrange, clerk and attend permanent exclusion governor review meetings and others required by law and those requested by parents.

### **3.6 What are the alternatives to formal exclusion?**

Exclusion is a serious step for the school to take. Other strategies are used in conjunction with, or as an alternative to, formal exclusion in order to support a positive ethos in the school. These are briefly outlined below.

### **3.7 Withdrawal from Lessons/Activities**

In cases where it is deemed that to have a scholar in a particular lesson or activity would be detrimental to the learning or well-being of others, that scholar may be required to work separately under the supervision of another member of staff for a period of time.

### **3.8 What support is available to scholars at risk of exclusion?**

The Academy employs a range of strategies to support scholars whose behaviour over a period of time presents a high risk of exclusion (i.e. not “one-off” offences).

This includes:

- Regular monitoring by and contact with key staff
- Placement on SEN register with associated support
- Regular meetings with scholar and parents
- Access to external agency support
- Review of curriculum provision
- Managed move (short or long term) to another school with parental consent

The nature of support will be personalised according to the needs of each scholar and will be influenced by the availability of resources. Parental support is crucial to the success of intervention strategies.

## POLICY INFORMATION

### Named personnel with designated responsibility for Exclusion Policy

Academic year	Designated Senior person	Deputy Designated Senior person	Nominated Governor	Chair of Governors
2013-2014	Lucy Frame			Peter Martin

### Policy review dates (frequency of review: every year)

Review Date	Changes made	By whom
July 2013	Policy created	Lucy Frame
July 2015	Reviewed – Additions to Section 3.2	Lucy Frame

### Ratification by Governing Body

Academic year	Date of ratification	Chair of Governors
2013-2014	July 2013	Peter Martin

### Dates of staff training for this academic year

Dates	Course Title	Staff