



Ludlow Infant Academy

Policy for Exclusions

Accepted by Governing Body _____
Signed Governing Body

Accepted by Staff _____
Signed Headteacher

Review Date _____

At Ludlow Infant Academy **exclusions are used as a last resort** and each case is treated on its' own merit and will be treated equally.

Introduction

The decision to exclude a student will only be taken in the following circumstances:

- In response to a serious breach of the school's Behaviour Policy
- If allowing the pupil 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 Headteacher (or, in the absence of the Headteacher, the Senior Leadership who is acting in that role).

Exclusion, whether fixed term or permanent may be used for any of the following, all of which constitute examples of unacceptable conduct:

- Verbal abuse to pupils, staff and others
- Physical abuse to/attack on pupils, staff and others
- Indecent behaviour
- Damage to property
- Theft
- Serious actual or threatened violence against another pupil or a member of staff
- Sexual abuse or assault against another pupil or a member of staff
- Arson
- 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
- Other incidents that threaten the safety and well-being of members of the school community, including pupils and staff
- Other incidents that seriously impact upon the learning of all pupils within the school.

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

Exclusions Procedure

At Ludlow Infant Academy we follow the DfE Guidance on School Exclusions (Jan 2015).

Most exclusions are of a fixed term nature and are of short duration (usually between one and three days). DfE Regulations allow the Headteacher to exclude a pupil for one or more fixed periods not exceeding 45 school days in any one school year.

The decision to exclude permanently is a serious one and there are two main types of situation in which permanent exclusion may be considered:

- The first is a 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.
- The second is where there are exceptional circumstances and it is not appropriate to implement other strategies and where it could be appropriate to permanently exclude a pupil for a 'one off' offence.

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

- Ensure appropriate investigations have been carried out.
- Consider all the evidence available to support the allegations taking into account the Behaviour Policy and the Equalities Policy.
- Allow the pupil to give her/his version of events.
- Check whether the incident may have been provoked, for example by bullying or by racial or sexual harassment.

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

Following exclusion, parents or carers will be contacted immediately where possible. A letter will be sent by post giving details of the exclusion and the date the exclusion ends. Parents and carers will have the right to make representations to the Governing Body as directed in the letter and have the right to seek further information or to appeal the decision.

At Ludlow Infant Academy, the Chair of Governors will also be informed immediately of any exclusions.

In the case of permanent exclusion the Headteacher will inform Southampton City Council within one day of issue, in addition to completing a termly return. All appropriate procedures will be completed and the school will comply with all 'sixth day provision' procedures in liaison with the Local Authority.

During the course of a fixed term exclusion where the pupil is to be at home, parents or carers are advised that the pupil is not allowed on the school premises and that supervision is the responsibilities of the parents or carers.

Following a fixed term exclusion, a return to school meeting will be held involving the pupil, parents and carers, Headteacher and SENCo. At this meeting, a Pastoral Support Plan will be drawn up and will be agreed upon by the school, pupil and parents/carers.

Lunchtime Exclusion

Pupils whose behaviour at lunchtime is disruptive or dangerous may be excluded from the school premises for the duration of the lunchtime period. This will be treated as a fixed term exclusion and parents or carers will have the same right to gain information and to appeal.

Alternatives to Exclusions

Alternative strategies to exclusions are sought. The school works closely with other local schools to undertake managed moves where such a course of action would be of benefit both to the student and the two schools concerned. However, the threat of a permanent exclusion will never be used as the means to coerce parents or carers to move their child to another school.

Reviewed November 2017