



Exclusion Policy

WHY?

We are committed to following all statutory exclusions procedures to ensure that every child receives an education in a safe and caring environment.

A decision to exclude a pupil will be taken only:

In response to serious or persistent breaches of the school's behaviour policy, **and**

If allowing the pupil to remain in school would seriously harm the education or welfare of others

A decision to exclude a pupil, either internally, for a fixed period or permanently is seen as a last resort by the school. The physical and emotional health of our children and staff is our primary concern, and we therefore accept, that in some serious situations, exclusion may be necessary, if all other strategies have been exhausted.

WHAT?

The identified child will not attend Paganel Primary School for the identified number of sessions. This will be reported to Birmingham Local Authority Exclusion Team. The decision regarding the number of sessions to be missed will be dependant on the seriousness of the incident (s).

Fixed-Term exclusion A temporary / fixed term exclusion is when a child is excluded from school and must remain home for a fixed amount of time. This should be for the shortest time necessary to ensure minimal disruption to the child's education, whilst mindful of the seriousness of the breach of policy.

Permanent exclusion A permanent exclusion is when a child is permanently excluded from school and not allowed to return. This is a very serious decision and the Headteacher will consult with senior leaders and Chair of the Governing Body as soon as possible in such a case.

HOW?

Before deciding whether to exclude a pupil, either permanently or for a fixed period, the headteacher will: Consider all the relevant facts and evidence, including whether the incident(s) leading to the exclusion were provoked.

- Allow the pupil to give their version of events.
- Consider if the pupil has special educational needs (SEN).
- No exclusion will be initiated without first attempting other strategies or, in the case of a serious single incident, a proper investigation.

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 if the pupil is in the state of mind to listen to the decision
- contact the parents, explain the decision and ask that the child be collected;
- send a letter to the parents confirming the reasons for the exclusion, whether it is a permanent or temporary exclusion;
- the length of the exclusion and any terms or conditions agreed for the pupil's return;
- in cases of more than a day's exclusion, ensure that appropriate work is set and that arrangements are in place for it to be marked;
- plan how to address the pupil's needs and integration back into their class on his/her return; (see appendix 8 of the Behaviour Policy)

- plan a meeting with parents and pupil on his/her return to be conducted by a suitable senior member of staff. Information about parents' right to make representations about the exclusion to the governing board and how the pupil may be involved in this

Where there is a legal requirement for the governing board to meet to consider the reinstatement of a pupil, and that parents have a right to attend a meeting, be represented at a meeting (at their own expense) and to bring a friend

The headteacher will also notify parents by the end of the afternoon session on the day their child is excluded that for the first 5 school days of an exclusion, or until the start date of any alternative provision where this is earlier, parents are legally required to ensure that their child is not present in a public place during school hours without a good reason. Parents may be given a fixed penalty notice or prosecuted if they fail to do this.

Re-integration After fixed term exclusion the pupil and parent will be requested to attend a reintegration meeting with a senior member of staff. At this meeting the behaviour leading to exclusion will be discussed and targets will be set for improvement. Support around behaviour will be also be discussed. The meeting will be recorded on the school re-integration form and a copy retained by the parent, child and school. See appendix 8 of the Behavior Policy.

WHO?

Senior Leadership team will discuss with Governors decisions and notify them of exclusions. School will take and advice from Birmingham Exclusions team to ensure the correct process is being followed. The class teacher will send home work for the child to complete during their exclusion period.