



EXCLUSION POLICY

Suffah Primary School

Autumn 2 2020

Review Date: Autumn 2 2022

1. INTRODUCTION

At Suffah Primary School (SPS) we believe that learner exclusion is best defined by the Education Act 2002 as 'to exclude on disciplinary grounds' and must be either a fixed term or permanent exclusion for a student. Learner exclusion is a sanction that will be used only in appropriate circumstances.

Ideally pupils should not be allowed to reach this position, as educators, parents and other members must exert all other efforts in dealing with the pupil's negative behaviour firmly and reliably at all times. Nevertheless, following serious breaches of discipline, or if the safety of learners and school personnel would be harmed if the learner remained in the school, exclusion may be used as a last resort.

The Department of Education Guidance: Improving Behaviour and Attendance: Guidance on Exclusion from Schools and Learner Referral Units (September 2008).

2. AIMS

- To only use exclusion as a last resort, as stated in the school's Behaviour policy, except when an immediate exclusion is appropriate
- To have in place early intervention systems to deal with bad behaviour including close communication with parents
- To maintain full-time provision for permanently excluded learners
- To have in place systems to reinstate excluded learners as soon as possible
- To establish good working relations with parents of learners who have been excluded

3. PROCEDURE

3.1. Role of the Governors

- to delegate powers and responsibility to the Head teacher to ensure everyone complies with this policy
- to be responsible for the effective implementation, monitoring and evaluation of this policy

3.2. Role of the Head Teacher

- To base his/her decision to exclude on the evidence gathered by the teacher and after consultation with the DHT and Board of Governors
- To look at alternatives other than exclusion such as:
- Internal suspension by removal to another class
- Mediation
- To decide on the length of the exclusion (fixed or permanent)
- To inform parents immediately

- To report the exclusion to the Board of Governors
- To monitor the way in which this policy is managed
- To report back to the Board of Governors on the effectiveness of this policy
- To undertake a thorough investigation into the alleged incident(s) by looking at all the evidence that is available
- From the outset keep a written record of all the stages of the investigation plus signed witness statements
- Listen to the learner's version of what happened
- Check whether the alleged incident was provoked by racial or sexual harassment and to take into account any breach of the school's equal opportunities policy

3.3. Fixed Term Exclusion

- During the period of exclusion, the school will continue to provide education for the learner and plan for the learner to be reinstated after the exclusion period has ended
- Once a decision has been made parents will be informed by telephone and then by letter
- When informing parents, the school will use model letters from the (DCSF) guidance 'Improving Behaviour and Attendance'. This will also include advice and guidance from the Qur'an and Sunnah
- Free advice and support will be available to the parents from an Islamic and educational perspective to help them combat negative behaviour and other issues
- Parents do not have the right of appeal for fixed term exclusions

3.4. Grounds for Exclusion

- Only to be used when all other strategies have failed
- The offence was a serious one-off offence such as:
 - actual or threatened, violence against a learner or a member of the school staff
 - sexual abuse or assault
 - supplying an illegal drug
 - carrying an offensive weapon
 - or any other serious offence