



Temporary or Permanent Exclusion Policy

The aims at St Edmund's are to promote a positive, caring and purposeful environment within which each member of the community may thrive. The school's belief is that there are some areas of life that cannot be easily put into simple rules and in the case of behaviour by pupils our basic rule is that we should "treat other people as we would like to be treated ourselves".

Where a child's behaviour is unsatisfactory the school operates a range of appropriate sanctions to help modify and correct the deficiency. Sanctions such as minuses, stripes, blue slips, report cards, detentions, community work, etc are well established means of helping to improve behaviour. Individual programmes to improve behaviour are also used where it is felt that the more usual measures have failed to have the desired effect.

However, there are some instances of behaviour that are sufficiently serious in their nature that the school may wish to consider the use of a sanction to exclude a child from the school. Exclusion will only be considered where other appropriate sanctions have been applied and found to be ineffective, or where the seriousness of the behaviour means that no other response is appropriate. It will always be used as a measure of last resort.

The decision to use such a sanction is not one that would be taken lightly and the Headmaster would expect to consult with parents prior to taking such a step, although it should be stated that the decision in such cases rests with the Headmaster.

Procedures for Exclusion

Where there is considered to be an immediate risk to the safety or welfare of pupils or staff, the Headmaster may impose an exclusion without delay, pending a full investigation.

An exclusion of a pupil is normally a temporary period of enforced absence away from school after which time the pupil is expected to return to school. The sanction may be used to allow time for: a full investigation to take place, involved parties to have the opportunity to reflect on their behaviour, as a sanction when other sanctions have proved ineffective, and/or as a deterrent to the pupil and/or others.

Prior to excluding a pupil the Headmaster will ensure that a proper investigation is carried out, consider all the evidence collected, take a full statement from the pupil(s) concerned allowing the opportunity for the pupil to present his/her version of events, attempt to ascertain that a full and

fair picture of the background to the event(s) has been given, and consult with others where necessary. The civil standard of proof will be applied when establishing the facts in relation to an investigation, i.e. that 'on the balance of probabilities' it is more likely than not the facts are true.

In reaching any decision to exclude, the Headmaster will take into account any relevant individual circumstances, including a pupil's age, special educational needs or disabilities, social, emotional, or mental health needs, and any other factors that may have contributed to the behaviour concerned.

The Headmaster is the only person with the legal power to exclude a pupil. Exclusions will normally be for a period of not less than one day and not more than forty five days in a school year. Parents will be informed without delay of any exclusion and will receive written confirmation outlining the reason for the exclusion, its duration, and the arrangements for the pupil's return to school where applicable. If parents are unhappy about the Headmaster's decision to issue a temporary exclusion, the parents may make representations to the governing board who will consider such representations. Such representations should be made in writing within 14 days of the decision to exclude being communicated and should be addressed to the Chairman of the Governors via the school Bursar who acts as Clerk to the Governors. In the case of a temporary exclusion which does not bring the pupil's total number of days of temporary exclusion to more than five in a term, the governing body must consider any representations made by parents, but it cannot direct reinstatement.

Upon returning from a period of exclusion the behaviour of the pupil will be monitored and behaviour management strategies implemented to assist in improving the pupil's behaviour. Where a pupil's behaviour continues to be unacceptable a further period of exclusion may be utilised and, in the last resort where there appears little prospect of improvement or where the behaviour is sufficiently poor, permanent exclusion may be considered by the Headmaster.

The parents of a pupil have the right to appeal to the governing body against any decision by the Headmaster to exclude permanently their child. The appeal will consider whether the decision to permanently exclude was lawful, reasonable, and proportionate in light of the circumstances. Such appeals to be made in writing within 14 days of the decision to exclude being communicated and should be addressed to the Chairman of the Governors via the school Bursar who acts as Clerk to the Governors. Any appeal against exclusion will be dealt with under the Stage 3 procedures of the school's Complaints Policy and Procedure.

A non-exhaustive list of the sorts of behaviour that could merit temporary or permanent exclusion includes the following:

- Physical assault against pupils or adults;
- Verbal abuse/threatening behaviour against pupils or adults;
- Bullying;
- Discriminatory Abuse including race, belief, disability, Special Education Needs, (etc.);
- Sexual misconduct;
- Drug and alcohol misuse;
- Smoking (to include vaping);

- Damage to property;
- Theft;
- Persistent disruptive behaviour;
- Unreasonable or otherwise inappropriate parental behaviour;
- Regular infringement of the school uniform regulations.

Please note that exclusion may also be imposed by the school as a sanction for a series of minor misdemeanours.

Internal Suspension/Exclusion

Internal exclusion provision (IEP) to be used for significant incidents, behaviour or poor attitude to learning, where a temporary exclusion is not warranted. This sanction can only be issued by the Headmaster. Internal exclusion is intended to provide a structured and supervised opportunity for reflection and behaviour improvement, while maintaining the pupil's engagement with learning.

A pupil who is given this sanction will:

- 1) Be excluded from accompanying their peers to lessons.
- 2) Will be monitored on a lesson by lesson basis by academic staff.
- 3) May have to spend some of their day working in the Headmaster or a Deputy Head's office.

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