LANGSTONE INFANT ACADEMY

Exclusion Policy

The Headteacher can decide whether to exclude a student for a fixed period of time or on a permanent basis in line with the school's behaviour policy. The Headteacher must take into account all of the circumstances, the evidence available and the need to balance the interests of the student against those of the whole school community. The Headteacher will write to parents when their child is excluded to advise them of the following:

Procedure for fixed term exclusion

On reaching the decision to exclude a pupil, the Headteacher, or Deputy Headteacher will contact the parents/carers to discuss the reason(s) for the exclusion.
In a letter, the Headteacher will formally notify the parents/carers about:
a) The reason for the exclusion
b) The period of the fixed term exclusion
c) Parents/carers rights to make representations to the Governing body
d) How representations can be made
e) Their legal responsibility for their child whilst they are excluded

Parents/carers have the right to make representations to the Governing body about any exclusion and the Governing body will review the exclusion decision in certain circumstances, which includes all permanent exclusions.
The school has a duty to provide suitable full-time education for excluded students from the sixth school day of any fixed period exclusion of more than five consecutive school days.

Parents and exclusion

Parents/carers have a clear role in ensuring that their child is well behaved in school. If they do not, the school or Local Authority may ask them to sign a parenting contract or may apply for a court-imposed parenting order.

Parents/carers must take responsibility for their child if they are excluded and must ensure that they are not in a public place without good reason during school hours within the first five days of any exclusion.
Parents/carers must also make sure that their child attends the suitable full time education provided from the sixth day of the exclusion.
Parents/carers are expected to attend a reintegration meeting following any fixed term exclusion of more than five days.

Procedure for permanent exclusion

Permanent exclusion is rarely used by Langstone Infant Academy. However, there are some occasions where the Headteacher could reluctantly exercise the right to do so. Permanent exclusion from Langstone Infant Academy may be for one or more of the following reasons:

a) An irretrievable breakdown in the relationship between the school and pupil due to a persistent failure to follow the expectations of the school and/or refusal to cooperate with the school community
b) Preventing other pupils from learning due to continued poor behaviour
c) Serious and extreme verbal abuse towards or physical abuse of any member of the school community

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d) Preventing a member of staff from conducting their professional duties around school.

e) The use of or sale of prohibited substances

f) A severe threat to the health and safety of the school

g) Wilfully setting off the school fire alarm

The process

- On reaching the decision to permanently exclude a pupil, the Headteacher will contact parents/carers and inform them of the decision
- A letter will be sent within a reasonable amount of time confirming the decision and providing the parents/carers with the Local Authority contact for advice and support
- The school, will make arrangements to send work home and organise arrangements for it to be marked once it is completed
- The Local Authority will be informed of the decision
- The Governing Body will be informed and an arrangement will be made to review the decision to permanently exclude
- All school documentation relating to the exclusion, for presentation at the Disciplinary Hearing, will be sent to the parents/carers at least 48 hours before the meeting
- At the exclusion hearing, the Governing Body will review the evidence submitted by the Headteacher, parents/carers and the Local Authority

The parents/carers and the school will be notified of the Governing Body decision in writing within a reasonable length of time after the hearing.

- Should the Governing Body overturn the decision to exclude, the school will make arrangements for the pupil to return as soon as possible. In most cases this will be with support from outside agencies in order to ensure a successful outcome
- Where the Governing Body upholds a permanent exclusion parents/carers have the right to appeal the decision to an Independent Review Panel. Parents/carers may request an SEN expert to advise on such a review. The Local Authority are under duty to provide suitable full-time education from the sixth school day of a permanent exclusion.

More information about exclusion can be found within the statutory instruments document on the DFE website No.1033 “The School Discipline (Pupil Exclusions and Reviews) (England) Regulation 2012”

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