

WDF Guidance on Exclusion

This guidance should be read in conjunction with, amongst others, the Equality Policy and Behaviour Policy. Where there are any inconsistencies the Equality Policy will be deemed to have precedence. The Equality Policy is reviewed and updated on an annual basis.

What is exclusion?

If your child is excluded, they are not allowed to attend school. Exclusion are not taken lightly and is usually the result of a particularly serious incident or a series of incidents. For the period of exclusion your child must not enter the school grounds or use school and you are responsible for supervising your child during school time.

If your child is excluded, the Headteacher must notify you in writing about the exclusion, the reason/s for it and how long it will last.

Reasons for exclusion/ rationale:

Underpinning the policy is the need to ensure the safety and well-being of all members of the school community and to maintain a safe and happy environment in which all can learn and succeed. Schools in the Federation will try to reduce the need to use exclusion as a sanction.

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

- In response to a serious breach of the Federation's Behaviour Policy
- If allowing the pupil to remain in school would constitute a risk to the education and welfare of students or others in the school

Exclusion is an extreme sanction and will only be administered by the Headteacher, or in his/her absence by another senior colleague. Any permanent exclusion would be based upon a thorough investigation and consideration by the Headteacher. Any decision to exclude taken by the school must be made according to the principles of administrative law and it must be lawful, rational, reasonable and proportionate.

There are three types of exclusion.

- Lunch time exclusions - may not be more than 90 in a school year.
- Fixed period exclusions - last for a specific number of days but cannot be longer than 45 days in the school year.
- Permanent exclusions - means that your child may not be allowed to go back to the school again, unless they are reinstated by a meeting of the Discipline Committee.

Who can I talk to about a fixed period exclusion/where can I find guidance?

- There is statutory guidance for schools around exclusion which can be found;

<https://www.gov.uk/government/publications/school-exclusion>

- Impartial advice for parents is available through different providers such as the Coram Children's Legal Centre (www.childrenslegalcentre.com), or ACE Education

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(<http://www.aced.org.uk>) and their advice line service on 03000 115 142 on Monday to Wednesday from 10 am to 1 pm during term time);

- <https://councilfordisabledchildren.org.uk/information-advice-and-support-servicesnetwork/about>
- the National Autistic Society (NAS) School Exclusion Service (England) 0808 800 4002 or schoolexclusions@nas.org.uk , or Independent Parental Special Education Advice <http://www.ipsea.org.uk/>

What happens to my child's education during the exclusion?

During the exclusion, school staff must still set and mark work for the first five days. The head will explain the arrangements for collecting it and handing it in. If the fixed period exclusion is for more than five days, the school or local authority must make arrangements for the pupil's full time education from the sixth day onwards.

If your child has been permanently excluded, the school is still responsible for setting and marking work for the first five days. Devon County Council has responsibility for providing full time education from the sixth day

What are my entitlements as a parent or carer? Can I appeal against my child's exclusion?

There are a number of steps which the school has to take.

- You must be informed immediately, ideally by telephone.
- Within one day, the head must inform you by letter that your child has been excluded, the type of exclusion and the reasons for it. The letter should also state the date that your child can return to school and the time of the reintegration meeting.
- The head must notify Devon County Council and the governing body, of your child's exclusion for any fixed period exclusion over five days or a permanent exclusion.
- The headteacher's letter tells you that you have the right to make representations to the governing body about the decision to exclude your child..
- You are entitled to receive a copy of any report which is provided to the Governing body's committee at its meeting to consider the exclusion.

National standard list of reasons for exclusion

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The DfE has produced a national standard list of reasons to be used when reporting an exclusion.

The 12 categories should cover the main reasons for exclusions and the 'other' category should be used sparingly. The further details suggesting what the descriptors cover should be used as a guide and are not intended to be used as a tick list for exclusions.

Physical assault against pupil Includes:

- fighting
- violent behaviour
- wounding
- obstruction and jostling

Physical assault against adult Includes:

- violent behaviour
- wounding
- obstruction and jostling

Verbal abuse/threatening behaviour against pupil Includes:

- threatened violence
- aggressive behaviour
- swearing
- homophobic abuse and harassment
- verbal intimidation
- carrying an offensive weapon

Verbal abuse/threatening behaviour against adult Includes:

- threatened violence
- aggressive behaviour
- swearing
- homophobic abuse and harassment
- verbal intimidation
- carrying an offensive weapon

Bullying Includes:

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- verbal
- physical
- homophobic bullying
- racist bullying

Racist abuse Includes:

- racist taunting and harassment
- derogatory racist statements
- swearing that can be attributed to racist characteristics
- racist bullying
- racist graffiti

Sexual misconduct Includes:

- sexual abuse
- sexual assault
- sexual harassment
- lewd behaviour
- sexual bullying
- sexual graffiti

Drug and Alcohol related Includes:

- possession of illegal drugs
- inappropriate use of prescribed drugs
- drug dealing
- smoking
- alcohol abuse
- substance abuse

Damage Includes damage to school or personal property belonging to any member of the school community:

- vandalism

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- arson
- graffiti

Theft Includes:

- stealing school property
- stealing personal property (pupil or adult)
- stealing from local shops on a school outing
- selling and dealing in stolen property

Persistent disruptive behaviour Includes:

- challenging behaviour
- disobedience
- persistent violation of school rules

Other Includes incidents which are not covered by the categories above but

this category should be used sparingly.