



**DEAN TRUST** Wigan

## Exclusion Policy DTW

Version and Date		Action / Notes
1.0	June 2018	

<b>Policy Reviewed :</b>	28 June 2018
<b>Policy Review Frequency :</b>	3 yearly
<b>Next Review :</b>	June 2021
<b>Signature of Headteacher :</b>  <i>P.K. Bamfield</i>	<b>Signature of Chair of Local Governing Body :</b>  <i>Chris Daint</i>

This policy is in accordance with DfE statutory guidance: Exclusions from mainstream schools and Pupil Referral Units in England (September 2017).

### **Rationale:**

We do not wish to exclude any child from school but sometimes in extreme cases this may be necessary. A decision to exclude a pupil will only be taken following a thorough investigation of an incident in which the child will be given the opportunity to state their case. A record will be kept of the actions taken, notes of interviews and witness statements.

Exclusions will be used as a last resort having exhausted all other strategies for dealing with the child. Additional measures are taken before the school takes the serious decision to exclude. When pupils' display unacceptable behaviours and are at risk of exclusion a range of measures will be actioned including:

- Monitoring of behaviour by key staff – Learning Tutors, Heads of Year, Heads of Hall.
- HOY interventions
- Restorative Approaches
- Engaging with parents
- Nurture
- Changes to teaching sets or classes.
- Alternative curriculum
- Referrals to external agencies as appropriate.
- Discussions/ assessments by with Targeted Education Support Service (TESS), Educational Psychologist

### **Implementation**

#### **Fixed Term Exclusion –**

Examples of behaviour that may lead to a fixed term exclusion include :

- Repeated unacceptable behaviour,
- Repeated bullying of other pupils,
- Use or possession of illegal drugs or alcohol,
- Verbal abuse/threatening behaviour against an adult or pupil,
- Physical assault against an adult or pupil
- Damage
- Theft

### **Permanent Exclusion –**

The Headteacher maintains the statutory right to permanently exclude.

Offences that may result in a permanent exclusion include

- Serious actual or threatening violence against another pupil or member of staff,
- Sexual abuse or assault,
- Supplying illegal drugs,
- Carrying an offensive weapon,
- Persistent disruptive behaviour

### **Lunchtime Exclusion –**

The school may use the right to exclude pupils on a short term basis at lunchtime, for those pupils whose behaviour at lunchtime is disruptive and puts the safety of themselves and others at risk. Arrangement will be made to provide a packed lunch for those pupils entitled to a free school meal. This action will be discussed with parents who will then have the responsibility to ensure the safety of their child during the lunchtime.

### **Involvement of Police –**

The school may refer an incident to the police if deemed appropriate. Advice may be sought from the Wigan Schools' Police Co-ordinator prior to contacting the police.

### **Rights –**

#### *The School*

- Only the Headteacher (or his designate if he is absent) has the power to exclude a child from school.
- The Headteacher may exclude a child for one or more fixed periods, for up to 45 days in any one school year.
- It is possible for the Headteacher to convert a fixed term exclusion into a permanent exclusion, if further investigations of an incident warrant this.

#### *The pupil*

- The pupil has a right to full time education provision from and including the sixth day of exclusion.

#### *The parents/carers*

- Have a right to appeal against an exclusion.

### **Responsibilities-**

#### *The Governors will*

- Follow statutory appeals procedures and DFE statutory guidance: *Exclusion from maintained schools, academies and pupil referral units in England (September 2017)*

#### *The School will*

- Arrange for full time educational provision at an alternative setting for an exclusion beyond 5 days.
- Keep a record of all exclusions and sharing this data on a termly basis with Governors, CLT and Pastoral staff.
- Inform the LA and governors about any permanent exclusion or any fixed term exclusion beyond 5 days.
- Inform parents immediately by letter, giving the dates of the exclusion, reasons for the exclusion and dates, arrangement for the child to return to school and their rights of appeal.
- Ensure that work is set for pupils to complete and that it is marked.
- Arrange a re-integration meeting with the pupil and parent/carer.

#### *The Parent/Carer will*

- Make arrangements to collect work to be completed by the pupil and ensure the work is returned to school for marking.
- Attend re-integration meetings with school staff following an incident.
- Ensure the child is safe and supervised during the period of the fixed term exclusion and is not present in a public place during school hours without justification.

#### *The pupil will*

- Reflect upon their actions and engage with staff and external professional support to reduce the risk of further exclusions.