



# **THE BISHOPSWOOD SCHOOLS FEDERATION**

## **EXCLUSIONS POLICY**

This policy has been written in accordance with the guidelines laid down by the Department for Education (DfE) (Exclusion from maintained schools, academies and pupil referral units in England, updated 2021

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

A decision to exclude a pupil, either for a fixed period or permanently is seen as a last resort. The school is responsible for communicating to pupils, parents and staff, its expectations of standards of conduct. A range of policies and procedures are in place to promote good behaviour and appropriate conduct. No exclusion will be initiated without first exhausting other strategies (see Behaviour Policy) or, in the case of a serious single incident, a thorough investigation.

For a very small number of pupils our normal Behaviour Policy may not be adequate. If the Executive Headteacher considers this to be the case they will arrange a meeting with the parents (and interpreter if required) to explain that the pupil will be subject to the Framework for Dealing with Excessive Behaviour and confirm this in writing. Outside agencies will be contacted where and when deemed necessary by the Executive Headteacher, or their representative, and SENCO. At the meeting with parents/carers the Executive Headteacher, or their representative, will explain the pastoral support to be provided and sanctions to be applied.

### **Support**

A meeting will be arranged with the parents, Executive Head/Executive Deputy Headteacher and class teacher and/or SENCO as necessary. Any necessary outside agencies will also be invited to attend. Under the excessive behaviour framework an individual behaviour management plan (IBMP) will be drawn up.

### **The meeting will discuss:-**

- Causes of concern and review of history of the case.
- What is reasonably required of the pupil to put the situation right.
- What support and approaches the school will use to achieve improvement.
- Review of learning needs with input from class teacher and SENCO and setting up a support programme if necessary.
- Set targets that cover no more than one term and can be broken down into short tasks.
- Reward schemes will operate in conjunction with sanctions.
- Identify how 'safe' areas can be identified which allow teachers and pupils to avoid confrontation.
- Arrange monitoring of behaviour to help identify strategies.
- Look at classroom organisation to see if this can be modified.

- Consider placement in another class/set.
- Identify how parent's actions can support the school plan.
- How external agencies can be involved.
- How PSHE can be used to support the pupil involved and create support networks with peers.

## **Consequences**

### **Internal Exclusion**

If normal sanctions have failed to produce acceptable behaviour, discipline is being undermined and teaching and learning disrupted, the pupil will be internally excluded, i.e. removed from lessons with their class. These exclusions will normally last for the rest of the half-day session in which the poor behaviour occurs and the next half-day session.

#### **Internal Exclusion will be applied when a pupil:-**

- Continues to disrupt teaching and learning after two clear warnings.
- Leaving an area where they are being supervised by a member of staff when told to remain
- Using inappropriate language to or about a member of staff.
- Refusing to comply with an instruction from a member of staff, either by giving a negative response or refusing to respond.

When a senior member of staff applies an Internal Exclusion they will notify the Executive Headteacher or Executive Deputy Headteacher immediately. The senior member of staff will take responsibility for the supervision of the pupil and record the details of the incident. Parents will be informed that Internal Exclusion has occurred. This may include a request to meet with the Executive Headteacher or Executive Deputy Headteacher at the earliest possible time.

### **External Exclusion**

External Exclusion is a very serious matter for all concerned and when the Executive Headteacher considers its use, the guidance provided in 'Exclusion from maintained schools, academies and pupil referral units in England' (DfE 2021) will be followed.

The Executive Headteacher will work in conjunction with the Governor responsible for exclusions, and will keep the Area Office fully informed of actions taken.

Fixed term exclusion will be applied when a pupil:

- Uses physical aggression against a member of staff or pupil.
- Is verbally abusive towards a member of staff.
- Refuses to accept sanctions imposed by Executive Head/ Executive Deputy after displaying inappropriate behaviour.
- Is subject to 4 - 6 internal exclusions in any one half term.  
N.B. Each half term will be considered a fresh start.

External Exclusion will normally be for periods of 1- 2 days but may increase up to 5 days for persistent bad behaviour or a significant incident of physical aggression towards children or staff.

For extreme cases involving any of the above the Executive Headteacher may decide to apply permanent exclusion immediately. In exceptional circumstances the Executive Headteacher may, in discussion with parents and the Local Authority, consider a managed move to another school.

Parents will be informed in writing that the need to apply fixed term exclusion on a regular or frequent basis will lead to the consideration of permanent exclusion.

**Policy Reviewed** – November 2021

**Next Review** – November 2023