



## **Exclusion Policy**

MIDDLETON PRIMARY SCHOOL  
EXCLUSION POLICY

**ADOPTION AND AMENDMENTS TO EXCLUSION POLICY**

| <b>Section</b> | <b>Governors' Meeting or Committee</b>          |
|----------------|---|
| Whole Document | PPP Committee January 15 <sup>th</sup> 2016     |
| Whole Document | PP Committee Feb 2017                           |
| Whole Document | PP Committee November 2017                      |
| Whole Document | PPC Committee Nov 2018                          |
| Whole Document | LGB, Feb 2020                                   |
| Whole Document | PPC Committee 28 <sup>th</sup> January 2021     |
| Whole Document | PPC Committee<br>18 <sup>th</sup> November 2021 |
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# MIDDLETON PRIMARY SCHOOL

## EXCLUSION POLICY

### **Introduction**

It is the primary aim of Middleton Primary School that every member of the school community feels safe, valued and respected, and that each person is treated fairly and well. We are an inclusive, caring community, whose values are built on mutual trust and respect for all. The school's exclusion policy is therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure.

The Local Governing Body and the Headteacher are responsible for promoting good behaviour and discipline on the part of the school's pupils and for securing an orderly and safe environment for pupils and staff. We respond to challenging behaviour in a variety of ways and in the context of the school's behaviour policy. We try to respond to the needs of individuals and in some cases children may need support beyond the resources of the school. We deploy our own resources and the additional resources and personnel available to us to try to prevent exclusion but we recognise that the interests of the whole school community must be reflected in any action taken.

Only the Headteacher (or Acting Headteacher) has the power to exclude a pupil from school. The Headteacher may exclude a pupil for one or more fixed periods. This must not amount to more than 45 days in any one school year. The Headteacher may also exclude a pupil permanently. It is also possible for the Headteacher to convert a fixed term exclusion into a permanent exclusion, if the circumstances warrant this.

### **Procedure to be followed**

When a pupil is excluded the parents are informed immediately (usually on the day of the exclusion), giving the reason for the exclusion, the length of the exclusion and the right of appeal. This notification is usually given verbally in person wherever possible and is followed up immediately with formal written notification. The Chair of the Local Governing Body is also notified immediately of any exclusion regardless of the duration.

The Local Governing Body has a pupil discipline committee of three Governors / Directors of the Trust. This committee considers any exclusion on behalf of the governors. If the parent/carer makes representations, the pupil discipline committee must meet within 50 school days of receiving notice of a fixed-period exclusion which brings the pupil's total number of days excluded to more than five but less than 15 school days in a term. The pupil discipline committee must meet within 15 school days of receiving notice of the exclusion, if the exclusion is permanent or is a fixed term exclusion which brings the pupil's total number of school days of exclusion to more than 15 in a term.

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When the pupil discipline committee meets to consider an exclusion, they consider the circumstances in which the pupil was excluded, consider any representation from the parents and consider whether the pupil should be reinstated.

If the committee decides that a pupil should be reinstated, the Headteacher must comply with this ruling.

### **The use of exclusion**

Exclusion will only usually be used as a last resort when all other strategies available to the school have been used. Circumstances in which a pupil may be excluded may include:

- Persistent disruption of lesson, which prevents the learning of others
- Swearing or rudeness to staff
- Bullying, including homophobic bullying
- Homophobic comments
- Misogynistic comments
- Racist comments, behaviour or graffiti
- Deliberate damage to property
- Persistent refusal to co-operate with reasonable requests
- Actual or threatened violence to pupils or staff
- Sexual misconduct or comments
- Incitement of others
- Supplying or use of illegal drugs
- Carrying an offensive weapon
- Leaving the school premises

The school will normally have addressed the following issues:

- Clear identification with the pupil of the offending behaviour
- Monitoring and recording of all incidents
- The use of appropriate sanctions
- Notification to parents of the concerns and sanctions taken
- Investigation into possible safeguarding issues involving the child
- Involvement of Inclusion and Intervention
- Implementation of a Positive Behaviour Support Plan and then a Risk Reduction Plan
- Discussion with pupil and parents of possible ultimate sanctions

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There may, however, be exceptional circumstances where, in the Headteacher's judgement it might be appropriate to permanently exclude a child for a first or one-off offence. These include:

- Serious actual or threatened violence against another pupil or member of staff
- Sexual misconduct
- Supplying or use of illegal drugs
- Carrying an offensive weapon

### **Lunchtime Exclusion**

Pupils whose behaviour is disruptive at lunchtime may be excluded from the school premises for the duration of the lunchtime period. A warning letter is usually sent to parents/carers informing them of the behaviour and advising that unless there is an improvement a lunchtime exclusion may result. Lunchtime exclusion is treated in the same way as any other fixed period of exclusion. The Headteacher will therefore inform the parent of the period of the exclusion and the reasons for it. Lunchtime exclusions should normally be no more than 5 school days. A parent has the right to make representations about the exclusion to the pupil discipline committee. If a parent refuses to cooperate with a lunchtime exclusion by refusing to collect or arrange for their child to be collected, the school must have due regard for the pupil's safety, in deciding what action to take.

Middleton Primary School  
November 2021