



“Maximising students’ abilities, ambitions and academic potential”

Exclusions Policy

Recommended by: Staff and Student Committee	
Date: October 2015	
Approved by the Full Governing Body	
Signed:	
Next review due: October 2017	

Broadoak Mathematics and Computing College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

1. Rationale

As detailed in the Behaviour Policy, Broadoak Mathematics and Computing College is committed to creating a secure, focused and calm learning environment within a culture of tolerance and support. Exclusions are used in response to repeated breaches or a single serious breach of College discipline which represent a significant threat to our learning environment and culture.

We recognise that disruptive behaviour can be an indication of unmet needs. We will work proactively to identify individual student's needs and plan to support them through fortnightly Student Support Meetings. Early intervention will, therefore, seek to meet needs and reduce the need for exclusions.

At Broadoak Mathematics and Computing College we believe;

- Exclusions should be used sparingly; alternative sanctions are considered and used whenever they are more appropriate
- Exclusion from the College is an appropriate sanction for serious or repeated breaches of College discipline
- Permanent exclusion should be used only as a last resort and when allowing the child to remain in College would be seriously harm the education or welfare of that student, or that of others at College

2. Aims:

- To provide, alongside the Behaviour Policy, clear expectations of student behaviour for staff, students and parents/carers
- To provide clear guidance about when and how exclusions will be used
- To outline the roles and responsibilities of all College stakeholders in relation to exclusions
- To ensure that parents/carers understand the exclusion process and their right to appeal

3. Types of Exclusion:

There are 2 categories of exclusion – fixed term or permanent. Other sanctions, for example Internal Inclusion, may result in exclusion from lessons but these do not count as either a fixed term or permanent exclusion on a student's record.

Fixed Term exclusions are for a short (fixed) period of time – usually up to 5 days maximum. Where the exclusion is for longer than 5 days, the College has a legal duty to ensure that the student can access suitable full time education. This should start no later than the 6th day of exclusion.

Permanent exclusions are when students are not allowed to return to the College and will be considered in response to a serious breach, or persistent breaches, of the College's behaviour policy and where allowing the student to remain in College would seriously harm the education or welfare of the student or others in the school.

In the event of a public exam taking place during the period of exclusion, the College will provide an opportunity for the student to sit this.

3.1. Alternative Sanctions/Actions:

A range of sanctions are used as an alternative to exclusion wherever appropriate, including:

- Detentions
- 'On Report' to Year Leader, Head of Faculty or Senior Leader.
- Referral to the Inclusion Base
- Meeting with student and parents
- Negotiate a Behaviour Support Plan (with parents)
- Negotiate Pastoral Support Plan (with parents and other professionals as appropriate)
- Withdrawal from particular lessons / tutor time

These are detailed in the Behaviour Policy and will be dependent upon the level of the incident and the stage of exclusion that the student is at.

4. Consideration of preliminary factors:

The individual circumstance of the student is carefully considered before a decision to exclude is taken. This includes taking account of -

- Student's age and health
- Previous behaviour record
- Extenuating domestic, medical, disability or other circumstances
- Disability Discrimination guidance and legislation.
- Parental, peer or other pressures which may have contributed to the behaviour
- Degree of severity and frequency of the behaviour and likelihood of it recurring
- Effects on other students, including any possible risk to the Health and Safety of others, and their general well-being.

5. Behaviour which may lead to exclusion:

All students know the 'Personal Best' expectations, outlined in the Behaviour Policy. When students fail to meet these expectations they place themselves at risk of exclusion, dependent upon the seriousness of the incident.

- Students may be excluded if they assault, bully, or 'cyber bully'. The nature and length of the exclusion will depend on the preliminary factors listed above. In more serious cases or where the behaviour is repeated, a fixed term or permanent exclusion may be appropriate. The Anti-Bullying Policy details how incidents of bullying will be managed.
- If a student swears directly *at* a member of staff, that student may normally expect to

be internally or externally excluded for one or more days, depending on the circumstances and record of the student.

- Students would normally be excluded from College if they are found in the possession of controlled substances at College (terms defined in the Drugs Policy). Depending on the circumstances this may be for a fixed term or permanent. A student who supplies drugs to another student is likely to be permanently excluded, depending on full consideration of the circumstances, and unless there are extensive extenuating factors.
- Students could be excluded for disruption to the teaching and learning of others. Such behaviour seriously undermines the environment and culture of the College and limits the progress of others. The College will work with College staff and external agencies to ensure that any needs of the student are met to reduce the levels of disruption; however, where such disruption becomes sustained and persistent, the student may be excluded or permanently excluded, depending on full consideration of all factors and circumstances.
- If a student refuses to accept the authority of a teacher by refusing a reasonable request or instruction, the student undermines the teacher's authority. The seriousness of this behaviour depends on the audience and context. It is, however, likely to lead to a sanction which may, in more serious cases, to exclusion from College. Persistent and defiant misbehaviour may result in fixed term or permanent exclusion, depending on full consideration of the circumstances.

The Headteacher will consider permanent exclusion when a student persists with behaviour such as that described above, over a period of some months,

Or

where a single incident is of such a serious nature that the usual strategies or measures have not been considered

5.1. Exceptional circumstances

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

- a) Serious actual or threatened violence against another students or a member of staff
- b) Sexual abuse or assault
- c) Supplying an illegal drug
- d) Carrying an offensive weapon

The College will consider whether or not to inform the police where such a criminal offence has taken place. The College will also consider whether or not to inform other agencies, e.g. Youth Offending Service, Children's Social Care.

These instances are not exhaustive, but indicate the severity of such offences and the fact that such behaviour can affect the discipline and well-being of the College community.

6. Roles and Responsibilities

6.1. Role of the Governing Body

Guidance issued by the DfE in September 2012 outlines the duties of the Governing body.

A panel of the governing body must consider the reinstatement of an excluded student within 15 school days of receiving notice of the exclusion if:

- the exclusion is permanent;
- it is a fixed period exclusion which would bring the student's total number of school days of exclusion to more than 15 in a term; or
- it would result in a student missing a public examination or national curriculum test.

The following parties must be invited to a meeting of a panel from the governing body and allowed to make representations:

- parents/carers;
- the head teacher

6.2. Role of the Headteacher

Only the Head or Acting Head can exclude a student. In the Head's absence this will be delegated to the Deputy Head.

Once a decision to exclude is made, the College will inform the parents/carers by telephone with a follow-up letter (copies to Chair of Governors, Local Authority, Year Leader, Tutor, File) and ensure that work is set for the student during the period of exclusion. The procedures identified in DfE Guidance will be followed.

The Head will also ensure that staff and students are periodically reminded of College policy and practice in relation to issues which might lead to exclusion.

6.3. Role of the Year leader

The Year Leader will

- Plan interventions through Student Support Meetings and support the implementation of a Pastoral Support Plan, if appropriate, following a fixed term exclusion
- Assist the Headteacher in collating the student's history of events and responses
- Will be present, where possible, at meetings with the Head, parent and student
- Will inform the Year Group of College policy and practice on a regular basis.

6.4. Role of Parents/Carers:

Parents/carers will

- Encourage their children to meet the Personal Best expectations to maintain the high standards of behaviour expected of students at Broadoak
- Inform the College of any needs that they feel their child may have which hinders them meeting these expectations
- Attend reintegration or Pastoral Support Plan meetings
- Ask for a decision to permanently exclude, which has been upheld by the governing body, to be reviewed by an independent review panel if they dispute the decision made

This policy is informed and updated to take account of all current published national guidance to schools and subsequent guidance which comes in to effect at the time of exclusion.