

MAYFIELD SCHOOL

EXCLUSION POLICY



Date of policy: January 2019

Written by: Emma Hunt

Ratified by IEB on:

Signed (chair of IEB):

Review date: January 2020

Policy for Fixed Term and Permanent Exclusion

In most cases exclusion will be the last resort after a range of measures have been tried to improve the pupil's behaviour. Mayfield School uses Positive Behaviour Support following the NAPPI approach (non-abusive physical and psychological intervention), as there is a growing evidence base showing that this is effective in supporting pupils with behaviour that challenges.

Fixed Term Exclusion

At Mayfield School exclusion is not used as a "punishment", it is used to protect the student, other students and staff. It will be used for the shortest time necessary to enable the school to organise assessments, make adaptations to the environment and hold strategy discussions. During or prior to the exclusion an Emergency EHC review may be held.

- A pupil can be excluded for one or more fixed periods which, when aggregated, do not exceed a total of 45 school days in any one school year. This applies to the pupil not the school.
- Where a pupil is given a fixed period exclusion lasting a duration of 6 days or longer, the School has a duty to arrange suitable full-time educational provision from and including the sixth school day of the exclusion.
- In an instance where a pupil is sent home for reasons related to behaviour the Head Teacher will formally record and specify the length of the exclusion. This should ensure that:
 - The School is meeting the legal duty of care towards pupils
 - Parents are formally notified of the exclusion
 - CP issues are considered – bearing in mind the child's age and vulnerability that a parent/carer is at home and the child is not at risk.
- A reintegration meeting will be arranged either during or following the exclusion. The interview will be conducted by the Head Teacher or member of the Senior Management Team.

Permanent Exclusion

A decision to exclude a pupil permanently will be taken only:

- In response to a serious breach, or persistent breaches of the School's Behaviour Policy AND If allowing the pupil to remain in school would seriously harm the education or welfare of others in the School.

In exceptional circumstances a fixed term exclusion may be converted or extended to a permanent exclusion; this is usually where during an investigation further information has come to light and, on reconsideration of the evidence, it is considered too much of a risk to re-admit the pupil.

For permanent exclusions the pupil's 'home' local authority must provide alternative education to be in place no later than the sixth day of the exclusion.

Upon the decision being made to permanently exclude, the parents will be informed. A disciplinary Panel meeting of the Directors will be arranged with the relevant personnel:

- Parents
- Head Teacher/Senior Leadership Team member
- 3 members of the Governing Body
- A LA representative

Head Teachers Role

Several factors will have been considered before making an exclusion decision:

- A thorough investigation will have been carried out.
- All evidence to support the allegations, taking account of relevant policies, and where applicable the Equality Act 2010, will have been considered.
- Where possible/practical in our setting, the pupil will have been encouraged to give his/her version of events and be involved in any meetings.
- The School will check whether the incident may have been provoked.
- If necessary, others will be consulted, for example a member of the governing body/IEB
- Written records of the actions taken, including statements from the pupil and witnesses will be kept. They will be signed and dated.

The decision to either use a Fixed Term Exclusion or a Permanent Exclusion is a decision made only as a last resort, and where possible Mayfield School will pursue other possibilities of resolving any difficulties.

Governing bodies are legally required to consider parents' representations about an exclusion, and in some cases must also consider whether an excluded pupil should be reinstated. If parents disagree with the decision not to reinstate their child, they can request that it be considered by an independent review panel.

This policy should be read in conjunction with the following policies:

Behaviour Policy