Ashleigh Primary School

Exclusion

Policy

IM, Reviewed: July 2025

Staff: Sept 2025

Approved by Governors: Sept 2025

Review date: Sept 2026

**British Values**

Through its curriculum, extra-curricular activities, teaching and learning this school will promote British values. By doing so, we will ensure that all learners understand the values that have traditionally underpinned British society. The teaching of these values will promote cohesiveness within our school and community. We will prepare pupils for life in England where the population has an increasingly rich diversity of backgrounds, origins, beliefs and cultures by promoting the values on which our society has been built. By teaching pupils these values we will help all to become good citizens of the United Kingdom of Great Britain and Northern Ireland.

**Race Equality and Racial Harassment**

Implicit in our policy for marking is a belief in race equality and everything will be done to promote this. We do not tolerate racial harassment. (Refer to School’s Race Equality and Racial Harassment Policies).

**Ashleigh Primary School: Exclusion Policy**

**1. Introduction and Aims**

At Ashleigh Primary School, our motto is "Together we Learn, Grow and Achieve". This vision is central to our commitment to creating an inclusive culture where every child is known, valued, and supported. We have high expectations for the behaviour and conduct of all pupils and work to maintain a calm, purposeful, and safe learning environment.

This policy outlines the procedures the school will follow for suspensions and permanent exclusions. The decision to exclude a pupil is a serious one and will only be taken as a last resort, following a thorough investigation and after a range of other strategies have been tried and failed, or in response to a single, serious incident.

Our aims are:

* To ensure fairness, consistency, and transparency in the application of exclusion procedures.
* To outline the steps the school takes to support pupils and prevent exclusions.
* To ensure all procedures comply with relevant legislation and statutory guidance.

**2. Legal Framework**

This policy is based on the Department for Education's statutory guidance "Suspension and Permanent Exclusion," the Education Act 2002, and our duties under the Equality Act 2010. The welfare of the child is paramount in all decisions made.

**3. Roles and Responsibilities**

* The Headteacher (Mr. I. Matthews ):

The Headteacher is the only person in the school with the authority to exclude a pupil. He is responsible for ensuring a fair and objective investigation is carried out and that all legal procedures are followed.

* **The Governing Body:** The Governing Body is responsible for reviewing the Headteacher's decisions on exclusion. A committee will be formed to consider any representations made by parents. The Designated Governor for Child Protection is Les Campbell.
* The SENCO (Miss N. Youd ):

The SENCO must be consulted regarding any pupil with Special Educational Needs and Disabilities (SEND) who is at risk of exclusion. This is to ensure all possible support has been implemented and to consider whether the behaviour is linked to the pupil's specific needs.

* **Staff:** All staff are responsible for consistently applying the school's behaviour policy and modelling positive relationships. Any safeguarding concerns relating to a pupil's behaviour must be reported to the Designated Safeguarding Lead (DSL), Mr. Ian Matthews, or the Deputy DSL, Mr. Matt Harty.

**4. Alternatives to Exclusion**

Ashleigh Primary School is committed to providing high-quality pastoral support to help pupils manage their behaviour and avoid exclusion. Strategies include:

* Targeted support from our Pupil Well Being Mentor, Mrs. K. Donnelly.
* Utilising tools such as the "Worry Box" to help pupils raise concerns.
* A well-planned PSHE curriculum that supports pupils with essential life skills.
* Well-planned and targeted support for pupils with SEND.
* Celebrating positive behaviour to foster a purposeful learning environment.
* Working in partnership with parents to address concerns at an early stage.
* Internal school sanctions, such as loss of playtime or removal from the classroom for a short period.

**5. Reasons for Exclusion**

Exclusion will only be used for serious or persistent breaches of the school's Behaviour Policy. While not an exhaustive list, the following behaviours may lead to exclusion:

* Serious physical assault against another pupil or an adult.
* Verbal abuse or threatening behaviour against a pupil or adult.
* Possession of an offensive weapon or illegal substance.
* Serious and deliberate damage to school property.
* Persistent, defiant misbehaviour which disrupts the learning of others and undermines the authority of staff.
* Bullying, which is not tolerated at our school.

**6. Types of Exclusion**

* **Suspension (Fixed-Period Exclusion):** A pupil is removed from the school site for a fixed number of days. A pupil cannot be suspended for more than 45 school days in a single academic year.
* **Permanent Exclusion:** A pupil is permanently removed from the school roll. This is an extremely serious step taken only when the Headteacher believes the pupil's presence at the school poses a significant risk to the welfare of others or that the pupil's behaviour has made the situation unmanageable.

**7. The Exclusion Process**

1. **Investigation:** The Headteacher (or a senior leader delegated by him) will conduct a full and fair investigation, gathering statements from the pupil concerned, any victims, and any witnesses.
2. **Decision:** The Headteacher will review the evidence and consider all factors, including any mitigating circumstances and the views of the SENCO where appropriate, before making a decision.
3. **Notification:** Parents/carers will be notified by telephone on the day of the decision. This will be followed by a formal letter stating the reason for the exclusion, the length of the exclusion, arrangements for continuing education, and the parents' right to make representations to the Governing Body.
4. **Education During Exclusion:** The school will provide work for the pupil to complete at home for the first five days of any exclusion.

**8. Reintegration after Suspension**

A reintegration meeting will be held upon the pupil's return to school, involving the pupil, parents/carers, and a senior member of staff (such as Mr. Harty or Miss Youd ). The purpose of this meeting is to review the incident, reinforce expectations, and agree on a plan to ensure a successful and positive return to school life.

**9. Links to other Policies** This policy should be read in conjunction with:

* Behaviour and Attitudes Policy
* Safeguarding and Child Protection Policy
* Special Educational Needs and Disabilities (SEND) Policy
* Anti-Bullying Policy
* Medical Conditions Policy

**Policy Approved:** September 2025 **Next Review Date:** September 2026