

Knaphill Federation of Schools



EXCLUSION POLICY
2019-2022

Knaphill Federation of Schools	
Policy: Exclusion Policy	
Governors' Committee Responsible: Children and Learning/FGB	
Policy Originator: Miss J. Concannon	Review Period: 3 Years
Status: Statutory	Next Review Date: Autumn 2022

Exclusion Policy

Knaphill Federation of Schools Mission Statement

“We provide the best education, which ensures every child achieves their full potential, whilst successfully equipping them with the key life skills, knowledge and values necessary to flourish in an exciting, ever changing modern world.”

Knaphill Federation of Schools seeks to create a safe, happy, healthy and positive learning environment in which all children are able to realise their full potential. We believe that every member of our community is a life-long learner and that together we can foster the hopes and dreams of our learning community.

We believe that all learners have a right to be challenged and motivated to enable them to achieve their potential academically, personally, socially and emotionally. As an inclusive Federation we believe that every child is important and it is our duty to prepare our children for the challenges of the 21st Century.

At times, children may exhibit extremes of behaviour in a variety of situations. We make every endeavor to meet the needs of individuals, but we also recognise our responsibility for the welfare of all our children and staff.

A decision to exclude a pupil, either internally, for a fixed period or permanently is seen as a last resort by the Federation. The physical and emotional health of our children and staff is our primary concern, and we therefore accept, that in some serious situations, exclusion may be necessary, if all other strategies have been exhausted.

It is our policy to refer to the Department for Education Guidance: **Exclusion from maintained schools, academies and pupil referral units in England** Statutory guidance for those with legal responsibilities in relation to exclusion (September 2017). This guidance can be viewed at:
<https://www.gov.uk/government/publications/school-exclusion>

Internal Exclusion

An ‘internal exclusion’ is when a pupil is withdrawn from class for a finite period and supervised – whilst continuing school work - in another part of the school, due to either a step on the child’s behaviour plan, or in response to serious inappropriate behaviours (see Behaviour Policy). The length of the internal exclusion will be appropriate in proportion to the behaviour. Parents/guardians will be informed if their child is to be placed in an internal exclusion.

If a child does not follow instructions or remain in the part of the school allocated, a decision will be made regarding the next appropriate action. During an internal exclusion, the child will have access to the toilet facilities, drinking water and their snacks/lunch. They will also have supervised movement breaks.

Fixed-Term Exclusion

A temporary / fixed term exclusion is when a child is excluded from school and must remain home for a fixed amount of time. Exclusion is only used as a last resort and/or for serious inappropriate behaviours where the child's behaviour was seriously detrimental to the safety, welfare and/or education of others (including staff) and themselves. The exclusion will have a set amount of days as an appropriate level of consequence in proportion to the behaviour.

Penalty Notice

Section 103 of the Education and Inspections Act 2006 places a duty on parents to ensure that their child is not in a public place without justifiable cause during school hours when they are excluded from school. This duty applies to the first five days of each exclusion. Failure to do so will render the parent liable to a Penalty Notice. The amount payable is £60 if paid within 21 days of receipt of the Penalty Notice, rising to £120 if paid after 21 days but within 28 days. If the Penalty Notice is not paid, the recipient will be prosecuted for the offence under Section 103. Alternative education provision will be made from the sixth day of any exclusion and failure to attend such provision without good reason will be treated as unauthorised absence.

Re-integration Meeting

Re-integration meetings will take place if a child has a fixed-term exclusion for two or more days. At this meeting the behaviour leading to exclusion will be discussed and targets will be set for improvement. Additional support around behaviour will also be discussed.

Permanent Exclusion

A permanent exclusion is when a child is permanently excluded from school and not allowed to return. This is a very serious decision and the Federation Headteacher will consult with the Senior Leadership Team and Chair of the Governing Board as soon as possible in such a case.

Managed Move

In cases where the Federation Headteacher and parents agree that the progress of the pupil has been unsatisfactory and the pupil is unwilling or unable to profit from the educational opportunities offered, or if a parents failure to engage in strategies implemented by the school are resulting in a continuing pattern of poor behaviour or lack of improvement in behaviour, the Federation Headteacher may consult with the Local Authority and propose a managed move to another school. This is not exclusion and in such cases the Federation Headteacher may assist the parents in placing the pupil in another school.

Procedure for Appeal

If parents wish to appeal the decision to exclude, the matter will be referred to the Governing Board and handled through the school appeal process - as there is a statutory procedure to follow.