



# LONGHILL

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HIGH SCHOOL

## Exclusion Policy

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## **Exclusion Policy**

Longhill High School actively supports the inclusion of all students including those whose behaviour cause difficulty. However exclusion from school, either for a fixed period of time or permanently, may result:

- In response to serious breaches of the school's discipline policy
- Where allowing the student to remain in school would seriously harm the education or welfare of other students in the school.
- Where strategies to support a student and bring about change in behaviour have been exhausted and the student shows no sign of behaviour modification.

## **Who excludes?**

The decision to exclude a student from school is made by the Headteacher (or, in the absence of the Headteacher, the Deputy Headteacher who is acting in that role).

It is the responsibility of the Head of Year, in liaison with the Assistant Head for Inclusion/Pastoral, to follow the correct exclusion procedures and to ensure that appropriate investigations have been carried out. The Head of Year will arrange a re-integration meeting with parents. The checklist should be followed rigorously (see appendix).

## **Exclusion procedure**

- Most exclusions are of a fixed term nature and are of short duration.
- The Local Authority regulations allow the Headteacher to exclude a student for one or more fixed periods not exceeding 45 school days in any one school year.
- Following exclusion parents/carers are contacted immediately where possible. A letter will be sent via email and post giving details of the exclusion and the date the exclusion ends.
- Parents/carers have a right to make representations to the Governing Body or contact, Behaviour & Attendance Team Officer, Education & Inclusion, Children's Services, Brighton & Hove Council, Kings House, Grand Avenue, Hove, BN3 2SU tel: 01273 296807 who can provide advice.
- A 'return to School' meeting will be held following the expiry of the fixed term exclusion and this will involve the student, parent/carer, Head of Year, a member of the Senior Leadership Team, and other staff where appropriate.
- It is school practice to monitor behaviour and work of the student very closely for the period following exclusion. This may mean the use of a report or close support by staff.
- If the fixed term exclusion is greater than five days or an accumulation of exclusions exceed five days, a Pastoral Support Plan may be drawn up. This needs to be agreed with the School, student, parents/carers and any agencies involved.

- During the course of a fixed term exclusion where the student is to be at home, parents/carers are advised that the student is not allowed on the school premises, and that daytime supervision is their responsibility, as parents/carers.

### **Fixed term exclusions**

Consistency on fixed term exclusions must be followed. In all cases, before a decision is made, the exclusion history should be checked first. In all cases consultation should take place with the appropriate SLT leads and SENCo, where necessary. Students should also be checked for special circumstances e.g. on Child Protection Register, Child in Care (CiC), SEN Record.

### **Work during a fixed term exclusion**

If the exclusion is more than 1 day, work will be set. All students should complete the work and return it to school on their return.

Day 6 Provision – if a student is excluded for more than 5 days then they will receive supervision from Day 6 onwards for the completion of their work until the exclusion is over. This may take place off-site, or at the schools Focus Centre.

### **Permanent Exclusions**

In all but exceptional circumstances a range of alternative strategies to resolve the problem will have been tried before a student is permanently excluded. These include use of sanctions; pastoral support plans; involvement with outside agencies; referral to the school's behaviour projects or individual support

Where the interventions have been unsuccessful, this is a final, formal step in a concerted process for dealing with disciplinary issues following the use of a wide range of other strategies, which have been used without success. It is an acknowledgement that all available strategies have been exhausted and is used as a last resort.

Occasionally there may be exceptional circumstances where it is not appropriate to implement other strategies and where it could be appropriate to permanently exclude a student for a first or 'one off' offence. These might include:

- Serious actual or threatened violence against another student or a member of staff.
- Sexual abuse or assault.
- Supplying an illegal substance.
- Carrying an offensive weapon\*.
- Arson

The School will consider police involvement for any of the above offences

### **Exercise of discretion**

In reaching a decision, the Headteacher will always look at each case on its own merits. Therefore, a tariff system, fixing a standard penalty for a particular action, is both unfair and inappropriate.

In considering whether permanent exclusion is the most appropriate sanction, the Headteacher will consider the gravity of the incident, or series of incidents, and whether it constitutes a serious breach of the School's Behaviour Policy and the effect that the student remaining in the School would have on the education and welfare of the student(s) involved, other students and staff.

In line with statutory duty, these same tests of appropriateness will form the basis of the deliberations at a Governors exclusion appeals hearing/meeting, when it meets to consider the Headteacher's decision to exclude.

### **Behaviour Outside School**

Student' behaviour outside School, or on school "business" for example educational visits and journeys, away school sports fixtures or a work experience placement is subject to the School's Behaviour Policy.

Inappropriate behaviour in these circumstances will be dealt with as if it had taken place in school. If student' behaviour in the immediate vicinity of the school or on a journey to and from school or the student can be identified as attending Longhill, is inappropriate and meets the school criteria for exclusion then the Headteacher may decide to exclude.