



*Jesus is the centre of our lives,
Our learning and friendships,
In a safe, happy and caring community
Where all are welcome*

HOLY CROSS CATHOLIC PRIMARY ACADEMY

EXCLUSION POLICY

Ratified: October 2024

For Review: October 2026

Introduction

The school's Positive Behaviour Policy outlines expectations and key strategies for promoting good behaviour. The Government supports headteachers in using exclusion as a sanction where it is warranted. However, exclusion should only be used as a last resort, in response to a serious breach, or persistent breaches, of the school's Positive Behaviour and Relationships Policy.

Types of Exclusion

There are two types of exclusion: Suspension and Permanent.

Suspensions may not be for more than 45 days in any one year.

The Decision to Exclude

The Head teacher holds responsibility for taking the decision to suspend a pupil for a fixed period of time or to permanently exclude a pupil. The DFE guidance for exclusion will be used when deciding to exclude a pupil. The reasons are noted below, but this is not an exhaustive list:

Use or threat of use of an offensive weapon or prohibited item
Abuse against sexual orientation and gender identity
Abuse relating to disability
Inappropriate use of social media or online technology
Wilful and repeated transgression of protective measures in place to protect public health
Physical assault against pupil
Physical assault against adult
Verbal abuse / threatening behaviour against pupil
Verbal abuse / threatening behaviour against adult
Bullying
Racist abuse
Sexual misconduct
Drug and alcohol related
Damage to property
Theft
Persistent or general disruptive behaviour

Permanent exclusion is used as a last resort, when all other reasonable steps have been taken and, despite this, there is no improvement in the pupil's behaviour.

A pupil may, in extreme cases, be permanently excluded following a serious 'one off' breach of the School's Positive Behaviour and Relationships policy. At Holy Cross Catholic Primary Academy this could apply in the event of serious violence or threatened violence against a pupil or member of staff.

The decision to exclude a pupil must be lawful, reasonable and fair. Care is taken not to discriminate against pupils on the basis of protected characteristics, such as disability or race. Particular consideration is given to the fair treatment of pupils from groups who are vulnerable to exclusion.

Exclusion will not be used for minor offences or as a punishment for non-attendance.

Where a pupil is excluded, steps will be taken to refer the pupil for support or to other relevant agencies

Suspensions may not exceed 45 days in any one year.

Persistent poor behaviour at lunchtime or disruption in class, which impacts the learning of other pupils, may result in an in-school Suspension which covers the breaktime or lunchtime break. Pupils may also remain in class at breaktime of lunchtime if they have not completed their work in lesson time when given full opportunity to do so.

Procedures for Suspension or Exclusion

Following the decision to suspend or exclude a pupil, the Head teacher will:

- Inform the child's parents or guardians that their child has been excluded, the type and length of the exclusion and the reasons for it
- Inform the parents in writing of their right to appeal to the Governing Body and to ask for an independent review panel to meet
- Provide systems for work to be set for the child to undertake at home during a fixed exclusion

Procedures for permanent exclusion: Action by the Governing Body

The Governing Body will nominate a pool of three to five governors, none of whom may be a member of staff or parent governor, to serve as the Discipline Committee as the need arises. A clerk to the Discipline Committee will also be nominated. The quorum for the Committee is three members.

If the parents give notice that they wish to make representations, the governing body should arrange a meeting to discuss the exclusion as soon as is practicable. The meeting should be arranged at a time and place convenient for the parents within reason. All efforts should be made to provide an environment which avoids intimidation and excessive formality. The governing body should advise parents and pupils that

they may, if they wish, have someone of their own choice to accompany them and assist them at the meeting.

The meeting should serve the purpose of enabling the parents to have their views heard and for the parents to hear the views of the school.

The decision of the meeting and the reason for the decision should be clearly communicated to the parents without delay.