

## TERRINGTON ST CLEMENT COMMUNITY SCHOOL

### EXCLUSIONS POLICY

Terrington St Clement School Community School values good pupil behaviour where the overwhelming majority of pupils are courteous and exhibit very high standards of conduct.

Exclusion will only be used in the most serious of incidents in order to maintain the safe, secure learning environment enjoyed by all members of the school and local community. This policy has been written to comply with the “Statutory guidance on school exclusions from September 2017” (see [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/641418/20170831\\_Exclusion\\_Stat\\_guidance\\_Web\\_version.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/641418/20170831_Exclusion_Stat_guidance_Web_version.pdf))

and is to be read in conjunction with the “School Behaviour Policy”.

Terrington St Clement School is an inclusive school and has a commitment for pupils to be in lessons and engaged in learning activities alongside their peers. However, Terrington St Clement School will not tolerate behaviour which prevents teaching and learning taking place or behaviour which puts the health, safety or well-being of another person at risk. (Another person is any member of staff, pupil or visitor to school or anyone outside school where the pupil, through their actions, brings the name of the school into disrepute.)

Exclusion whether internal, external or permanent may be used in any of the following circumstances:

- Actions which put the health, safety or well-being of another person at risk.
- Behaviour which seriously disrupts the learning of other pupils
- Verbal abuse of another person
- Physical abuse on another person
- Abusive, threatening or intimidation of another person via electronic media
- Indecent behaviour
- Damage to property
- Theft

This list is not exhaustive, and each case will be individually considered.

The policy is structured around different behaviours as detailed below:

#### **Good to be Green:**

The behaviour of the majority of pupils at Terrington St Clement School will be managed through the Good to be Green behaviour policy. Pupils will be following the Terrington St Clement School ‘Minimum Expectations for Learning’ and abide by

the Good to be Green guidelines issued for the good behaviour and safety of all pupils within our school.

Pupils may be requested to stay in at lunchtime to address minor issues such as: lack of homework, poor engagement in learning in the classroom or repeated lateness meaning vital learning is being missed. The member of staff will inform parents where there is a developing pattern of behaviour which causes concern.

**Fixed term Exclusion 1 – 5 days followed by a re-integration meeting with headteacher:**

A very small minority of pupils will move to this level. This is the first External Exclusion where a pupil is excluded from our school for a fixed period of time between 1 and 5 days. The decision to exclude a pupil for a fixed term from school will be taken by the headteacher (assistant head in her absence). During a fixed-term exclusion, the parent / carer will take responsibility for their child during school time. A fixed-term exclusion will be issued for any of the following reasons:

- The pupil has committed an offence which has put the health, safety or well-being of another person at risk.
- The pupil has already missed breaktimes and has continued to behave in a manner which does not meet the Terrington St Clement School Good to be Green Minimum Expectations for Learning and abide by the guidelines issued for good behaviour and safety of all pupils within our school.

When a pupil is fixed-term excluded, the headteacher or assistant headteacher in her absence, will phone and inform the parent of the decision. A letter will be sent to the parent confirming the reason for exclusion and the date and time they need to attend for a re-admission meeting. All re-admission meetings will be with the headteacher and at least one other member of staff, usually the classteacher. Pupils will not be integrated back into the school before the re-admission meeting.

All pupils returning from a Fixed-Term exclusion will be placed on daily monitoring and have a PSP (Pastoral Support Plan) set up by the headteacher and classteacher.

Additional support of the pupil and parent / carer will be offered for example:

- Social Emotional and Mental Health assessment and support.
- Assessments and additional Learning Support if required by pupil
- Behaviour mentor or group work
- Change of teaching group
- Placement on a temporary basis at another school / unit to enable reflection time (behaviour SRB)
- Outside support, on completion of Early Help Form (previously CAF), from Behaviour Support Services, CAMHS

- Use of SEN Register
- Use of play therapy

### **Further Fixed Term Exclusion 1 – 5 days followed by a re-integration meeting with headteacher**

The pupil will have already been given sanctions in school and through fixed term exclusions and will not have responded to the intervention and support. The pupil will have a further external exclusion and now be at risk of losing their place at Terrington St Clement School.

The process for administering the external exclusion will be as detailed above.

Pupils returning from Fixed-Term Exclusion will be required to attend a reintegration meeting with the headteacher and classteacher.

Parents of pupils at this level are strongly recommended to attend a parenting programme and engage with support offered by the Family Worker.

Parents of pupils at this level are strongly recommended to engage with the school in supporting a managed move to another school or alternative education provider on a temporary or permanent basis to avoid the risk of permanent exclusion from Terrington St Clement.

### **Permanent Exclusion**

The decision to permanently exclude a pupil will not be taken lightly. It is likely this decision will be made where at least one fixed-term exclusion has already taken place and has not had any effect on the behaviour of the pupil so his/her behaviour continues to cause disruption or risk to others around them.

In extreme cases, a pupil may be permanently excluded without any previous fixed term exclusion. The headteacher or the assistant headteachers will be in a position to judge if the behaviour is so severe as to warrant an immediate permanent exclusion. This would typically be where the pupil ignores any requests made by senior members of staff so the safety of others is at risk.

If the decision is taken to permanently exclude the pupil from Terrington St Clement School the parent / carer will be informed, by telephone, by the headteacher and this will be confirmed in a letter. The Local Authority will be informed on the day of the exclusion and will then fulfil their duty to provide education.

Before taking the decision to permanently exclude, the school will consider whether appropriate support has been offered to the pupil in order to avoid exclusion including:

- Internal sources of advice and guidance:
- the involvement of the child's parents/carers;

- a change of teaching group;
- temporary placement in the short stay school, King's Lynn
- a managed move to another school, with consent of all parties involved if a one off serious incident;
- assessment of Special Educational Needs;
- allocation of a key worker such as a Learning Mentor

The Governors' Exclusion Panel, comprising three members of the Governing Body of Terrington St Clement School, will meet within 15 school days of the headteacher's decision to permanently exclude a pupil. The parents / carers and the pupil will be invited to attend the meeting. The purpose of the meeting is to consider the headteacher's decision to permanently exclude.

At the point of permanent exclusion, the headteacher, or deputy headteacher in the headteacher's absence, will contact Norfolk Children's Services Behaviour and Attendance Team and seek further advice to ensure the correct procedure is followed.

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