

# Exclusion and Suspension Policy

## *Budehaven Community School*

Status:	
Recommended	
Statutory	<b>YES</b>
Adopted	<b>Summer 2019</b>
Reviewed	<b>Summer 2021</b>
Updated in-line with changes to wording	<b>Summer 2023</b>
Next review	<b>Summer 2024</b>
Committee	<b>SISC</b>

## Exclusion Policy

Budehaven Community School has the highest concern for the safety and wellbeing of the whole school community, and we work hard to ensure that our ethos and environment supports student learning and success. Exclusion is a sanction used only as a last resort, and we aim to reduce the need for the use of it as far as is possible. This policy outlines the school's use of exclusions and is supported by our Behaviour Policy available on the School website.

### 1. Power to exclude

The Headteacher is the only member of staff within the school who can exclude a pupil permanently or suspend for a fixed-term or whilst an investigation is carried out. In the absence of the headteacher, the deputy head or acting headteacher can make this decision. The governing body can review the headteacher's decision and consider appeals from parents of permanently excluded pupils. They may direct the reinstatement of a permanently excluded pupil, or uphold an exclusion after a review, but they cannot exclude or suspend a pupil themselves.

### 2. Reasons for suspension or exclusion

There are two main reasons for suspension or exclusion: a serious breach, or persistent breaches of the school's behaviour policy, or a situation where it is feared that the safety and wellbeing, or education, of the student and other students is at risk. In line with the school's behaviour policy, the following actions constitute unacceptable behaviour and may result in permanent exclusion or suspension:

- verbal abuse to staff, pupils and others
- physical abuse to/attack on staff, pupils or others
- indecent behaviour
- damage to property
- supplying, or misuse of illegal drugs or other substances in or out of school, including arrival at school under the influence of, or with illegal substances
- theft
- serious actual or threatened violence against another pupil or a member of staff
- sexual abuse or assault
- carrying an offensive weapon
- arson
- unacceptable behaviour which has previously been reported, and for which school sanctions and other interventions have not been successful in modifying the pupil's behaviour.
- any other behaviour that the Senior Leadership Team and a governors exclusion panel deem to be unacceptable.

### Proof

The standard of proof to be applied is the balance of probabilities, i.e. if it is more probable than not that the student did what he or she is alleged to have done, the head teacher may exclude the student. This is not the same as requiring the criminal standard of 'beyond reasonable doubt' to be applied. But it does mean that when investigating serious allegations, in determining whether it is more probable than not that the student has behaved as alleged, the headteacher will gather and take account of a wide range of evidence. In some cases this

may extend to evidence of the student's past behaviour, if relevant to the seriousness of the present allegation.

### 3. Types of exclusion

#### 3.1 Permanent exclusion

Permanent exclusion is an extremely serious sanction, and a step taken by the school only as an absolute last resort. In most cases, permanent exclusion will be used only after various alternative strategies have been tried to improve behaviour but have been unsuccessful. This may be the course of action taken following a number of suspensions.

There are, however, some situations in which permanent exclusion on the first offence is the only option.

It may be necessary for the school to involve the police if the offence warrants it. All permanent exclusions will be reviewed by the governing body to ensure that they are justified and fair. The Headteacher can withdraw an exclusion that has not yet been reviewed by the governing body.

#### 3.2 Suspensions

The length of a suspension will be set out by the school at the start of the exclusion period. A pupil may be excluded for one or more fixed periods (up to a maximum of 45 school days in a single academic year) or permanently. A suspension does not have to be for a continuous period.

A suspension may result from a serious breach of the school's behaviour policy, failure to follow instructions or failure to comply with school policy. It may be a first offence or persistent disruptive behaviour that requires a tougher sanction than detention, but does not warrant permanent exclusion.

A suspension can be changed into a permanent exclusion by the Headteacher if the circumstances warrant it. In this case, parents or carers will be notified in writing with an explanation of why the change has occurred.

During suspensions and permanent exclusions, daytime supervision of the child is the responsibility of their parent or guardian. An excluded pupil has no automatic right to take a public examination or National Curriculum tests on the school's premises. The governing body can decide whether or not to allow the pupil to sit the tests, and this will depend on the seriousness of the reason for exclusion.

Following a suspension, the student and parent or carer will be expected to attend a reintegration meeting (see behaviour policy) with a senior member of the school's staff. The school will consider what support will best help the child's reintegration into school.

#### 3.4 Managed move

It may be in the best interest of a student to have a fresh start by moving to another school. This will only occur in consultation with, and with the consent of parents, the LA, the Headteacher, and the school's governing body. The new school will be asked by the Headteacher to accept the student. Parents will not be put under any pressure to agree to a managed move, especially in fear of a permanent exclusion, and the school will do everything it can to ensure that the transition is as smooth as possible.

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OTHER RELATED POLICIES/PROCEDURES:

- a. Behaviour Policy
- b. Drugs Policy