



Exclusion Policy

This policy follows the statutory guidance from the DfE in the document 'Exclusion from Maintained Schools, Academies and pupil referral units in England. Effective from September 2012.

At Balfour Junior School, we take exclusion very seriously and we use it only as a last resort. When a pupil is excluded from school, the parent, the school and Medway Council have certain shared responsibilities and rights.

The decision to exclude

The Headteacher (or the Deputy Head, nominated to act in the Headteacher's absence) is the only person who can take the decision to exclude a pupil from school. The decision will only be taken in response to serious offences. In most cases when a pupil is excluded from school there will have been earlier discussion between the school and parents concerning a pupil's behaviour. When a pupil is excluded, the Headteacher must, by law, advise parents, school governors and the council. Parents have the right to know in detail the reasons for exclusion.

Types of exclusion

There are two types of exclusion: fixed term period exclusion and permanent exclusion. A pupil may be excluded for a fixed period of time - for example a few days. Pupils may be excluded for up to 45 days in any one school year. In response to more serious matters, the Headteacher may exclude a pupil permanently.

Fixed period exclusion:

If a child is excluded for a fixed period, the Headteacher must inform the parents immediately, ideally by telephone, of the reason for exclusion and the date when the pupil should return to school. The Headteacher will also inform parents of their right to put their views to the governing body's discipline committee and should provide appropriate contact information. A copy of the DfE guidance document will also be made available. (DfE: Exclusion from Maintained Schools, Academies and pupil referral units in England. September 2012)

<http://www.education.gov.uk/aboutdfe/statutory/g00210521/statutory-guidance-regs-2012>

Lunchtime exclusion:

Schools may exclude pupils from school for the lunchtime period and if they do, must follow the same requirements as for the other fixed period exclusions. For the purposes of discipline committee meetings, a lunchtime exclusion counts as half a school day.

Permanent exclusion:

The DfE document detailing the statutory guidance for exclusion from all maintained schools and academies will be made available at this point.

In agreeing this policy, the governors have fully considered and assessed any potential impact the policy may have with regard to equality and diversity.

If an individual exclusion comes to a governors hearing, the said Governors will have due regard to the behaviour and discipline policy and procedure.

For further information contact

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1st September 2012

To be reviewed July 2015