



## **Exclusions Policy\***

\* See also Behaviour policy and Equal Opportunities policy

The Headteacher will consult with the Trustees' Education Committee to determine whether exclusion is necessary in the event of an extremely serious incident such as: fighting or assault against a pupil or an adult, verbal abuse or threatening behaviour, bullying or harassment, racist abuse, damage to school property or the personal belongings of others, sexual misconduct, drug or alcohol abuse, theft, persistent disruptive behaviour or placing other people in danger.

If a child is to be excluded from school, parents will be notified by telephone to collect the child immediately. An exclusion letter will be sent home within one school day of the decision to exclude. The letter will include the reason for the exclusion. It will explain clearly what has happened in plain language and will detail the steps the school has taken to try and avoid excluding the child. It will outline what arrangements have been made to set and mark work for the child (for fixed term exclusions). Parents will be informed of their right to put their case to the Trustees' Appeal Panel. They will have the right to see the child's record. If the exclusion is for a fixed term, the length of the exclusion and date and time the child should return to school will be specified.

### **NATIONAL STANDARD LIST OF REASONS FOR EXCLUSION**

The DfE has produced a national standard list of reasons to be used when reporting an exclusion. The 12 categories should cover the main reasons for exclusions and the 'other' category should be used sparingly. The descriptors should be used as a guide and are not intended to be used as a tick list for exclusions.

#### **Physical assault against pupil**

Includes:

- fighting, violent behaviour, wounding, obstruction and jostling

#### **Physical assault against adult**

Includes:

- violent behaviour, wounding, obstruction and jostling

#### **Verbal abuse/threatening behaviour against pupil**

Includes:

- threatened violence, aggressive behaviour, swearing, homophobic abuse and harassment, verbal intimidation, carrying an offensive weapon

#### **Verbal abuse/threatening behaviour against adult**

Includes:

- threatened violence, aggressive behaviour, swearing, homophobic abuse and harassment, ignoring an individual, verbal intimidation, carrying an offensive weapon

### **Bullying**

Includes:

- verbal, physical, homophobic bullying, racist bullying

### **Racist abuse**

Includes:

- racist taunting and harassment, derogatory racist statements, swearing that can be attributed to racist characteristics, racist bullying, racist graffiti

### **Sexual misconduct**

Includes:

- sexual abuse, sexual assault, sexual harassment, lewd behaviour, sexual bullying, sexual graffiti

### **Drug & Alcohol related**

Includes:

- possession of illegal drugs, inappropriate use of prescribed drugs, drug dealing, smoking, alcohol abuse, substance abuse

### **Damage**

Includes damage to school or personal property belonging to any member of the school community:

- vandalism, arson, graffiti

### **Theft**

Includes:

- stealing school property, stealing personal property (pupil or adult), stealing from local shops on a school outing, selling and dealing in stolen property

### **Persistent disruptive behaviour**

Includes:

- challenging behaviour, disobedience, persistent violation of school rules

### **Other**

Includes incidents which are not covered by the categories above but this category should be used sparingly.

[This policy is monitored by the Headteacher and the Trustees and will be reviewed annually.](#)

Signed

Date: