

PUPIL GRADUATION AND EXCLUSIONS

We believe that pupil exclusion is best defined as 'to exclude on disciplinary grounds' and must be either a fixed term or permanent exclusion. It is a sanction that will be used only in appropriate circumstances.

As a matter of expectation, students graduate each and every year group automatically. At Year 6 or Year 9, students may be withdrawn from the school if poor academic performance is combined with a poor pastoral record. In this event, there must be a system of meetings with teachers and parents that reviews and sets targets. This must be done;

- October half term progress report outlines concerns. A meeting should be made afterwards before Winter full report, where targets are set.
- Winter report and parents' evening sets more targets and review processes. Outlining potential action.
- Spring progress report and another meeting to review, setting final end of year targets if necessary. Decisions taken at end of year report.

All meetings and actions are to be via the Form Tutor, Vice Principal and Principal.

Therefore, we acknowledge that a pupil will only be excluded following serious breaches of discipline, poor discipline combined with poor academic performance or if the safety of pupils and school personnel would be harmed if the pupil remained in the school.

Aims

- To only use exclusion as a last resort, as stated in the school's Pupil Discipline policy, except when an immediate exclusion is appropriate.
- To have in place early intervention systems to deal with bad behavior and poor academic performance.
- To have in place systems to reinstate excluded pupils as soon as possible.

Procedure

Role of the Governing Body

The GB has:

- delegated powers and responsibilities to the Principal to ensure all school personnel and visitors to the school are aware of and comply with this policy;
- responsibility for ensuring policies are made available to parents;
- responsibility for the effective implementation, monitoring and evaluation of this poli

The Role of the Principal

When making the decision to exclude the Principal will:

- Undertake a thorough investigation into the alleged incident by looking at all the evidence that is available.
- From the outset keep a written record of all the stages of the investigation plus signed witness statements.
- Listen to the pupil's version of what happened.
- If he thinks it is necessary, the Principal will consult with other relevant people other than those who might be later involved in reviewing this incident.

Look at alternatives other than exclusion such as:

- Internal exclusion by removal to another class
- Restorative justice
- Mediation
- A managed move

Decide on the length of the exclusion;

- Fixed or Permanent
- Inform parents immediately.

Report the exclusion to:

The CEO

Liaison with Parents

Every effort will be made to seek parental co-operation at all stages.

Permanent Exclusion

A pupil may be permanently excluded if:
All other strategies have failed.

The offence was a serious one-off offence such as:

serious, actual or threatened, violence against a pupil or a member of the school personnel;

- sexual abuse or assault;
- supplying an illegal drug;
- carrying an offensive weapon;
- or any other serious offence

Monitoring the Effectiveness of the Policy

Annually the effectiveness of this policy will be reviewed, or when the need arises, and the necessary recommendations for improvement will be made to the governors.