

# drb Ignite Multi Academy Trust

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## **Exclusion Policy**

## Trust Vision

The drb Ignite Multi Academy Trust has been established through a shared belief that lives can be transformed by what goes on in schools. We believe that the process of teaching and learning shapes futures. To this end our vision is to provide every child with learning experiences that excite them and give them the power to begin to shape their own lives.

*all pupils achieve the highest standard of educational outcomes regardless of circumstances or background.*

## Rationale

This policy is designed to outline the approach of drb Ignite Multi Academy Trust to exclusions within the statutory framework as defined in the Exclusion from Maintained Schools, Academies and Pupil Referral Units in England Guidance 2017. Trust schools may also apply their own additional contextual guidance to complement and reinforce the statutory guidance.

**Policy statement** Exclusion is a sanction used by the Trust as a final resort and only in cases deemed as extremely serious breaches of the Trust's Behaviour Policy. A pupil may be at risk of exclusion from school for:

- verbal or physical assault of a pupil or adult
- persistent and repetitive disruption of lessons and the learning of other pupils
- extreme misbehaviour
- wilful and intentional damage to property

A **Fixed Term Exclusion** from a Trust school can only be authorised by the headteacher or a senior leader acting on his/her behalf. If no-one is available to authorise the exclusion a decision should be deferred until the opportunity for authorisation is available. The Trust must be informed of fixed term exclusions.

In the case of a **Permanent Exclusion** this can only be authorised by the headteacher and must only be done after consulting the Trust's School Improvement Director, Director of Inclusion and Chief Executive Officer.

The Trust seeks to reduce the number of incidents leading to exclusion by promoting a positive atmosphere of relational pedagogy, mutual respect, discipline and clear behavioural expectations within schools. Furthermore, the Trust pays great attention to the training of all staff in understanding and responding to challenging behaviours

The Trust monitors the number of exclusions through the Trust Improvement Board process to ensure that no group of pupils is unfairly disadvantaged and that contributory, underlying needs of pupils are being fully met. This also means that the Trust Improvement Board pays great attention to the impact on behaviour of quality and consistency in teaching.

### **Parental Notification of an Exclusion**

Parents will be notified as soon as possible of the decision to exclude a pupil and the reason for the exclusion. This will be done on the day of the exclusion being authorised by either direct phone contact or a face-to-face meeting. A written confirmation of the reason(s) for the exclusion will be communicated to parents the same day.

In the case of a **Permanent Exclusion** parents will be notified by the headteacher in a face-to-face meeting and immediately followed up with a written confirmation.

A pupil who has been excluded will have the reason for his/her exclusion explained by a member of staff so that they are able to understand the nature of their misbehaviour and the reason for the consequence.

Following a **Fixed Term Exclusion**, every Trust school will work to put in place a support plan for the pupil on his/her return. This will include input from staff and parents as appropriate. The Trust Director of Inclusion may also be involved at this stage as well as external support agencies especially where safeguarding concerns are involved. Trust schools will work positively with all external support agencies in the best interests of the pupil. It is hoped that, in most cases, following exclusion the pupil will be able to return to school and improvements in self-regulation, behaviour/attitude will be secured.

The Trust's Director of School Improvement and Director of Inclusion will be notified of all Fixed Term and Permanent Exclusions and have responsibility for reporting to the Trust Improvement Board in line with its termly schedule. These reports will also be presented to the Trustees through the Achievement, Support and Scrutiny Sub-Committee.

### **Pupils Returning from a Fixed Term Exclusion**

Pupils returning from a Fixed Term Exclusion are required to attend a reintegration meeting, accompanied by a parent. This meeting seeks to establish practical ways in which further exclusion can be avoided and behaviour modified to acceptable standards in partnership between pupil, parent and school.

### **Permanent Exclusion**

A Trust school will only permanently exclude a pupil as a very last resort or as the result of a serious incident. Schools are committed to supporting pupils at risk of exclusion and fully recognise the vulnerability of the pupil. All preventative measures will be tried before the serious decision to exclude is made. However, there are exceptional circumstances in which a headteacher may seek approval to permanently exclude a pupil because of ongoing, serious issues or for an isolated incident where safety is compromised.

If a pupil is permanently excluded:

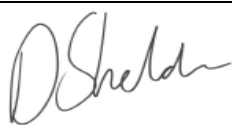
- Trustees will review the Executive leadership and headteacher decision through the Trust Improvement Board and Achievement, Support and Scrutiny Sub-Committee
- In the case of exclusion, parents can appeal to an independent appeal panel organised by the Trust Board
- every Trust school will explain to parents in writing how to lodge an appeal
- the local authority is required to provide full-time education from the sixth day of a permanent exclusion.

### **Appeals**

All correspondence regarding an exclusion from a Trust school will inform parents of their right to appeal to the Trust against the decision to exclude. This procedure follows the practice set out in the Statutory Guidance. In the first instance, the person who should be contacted to initiate an appeal is the school headteacher who will inform the Trust's Director of Inclusion.

### **Relationship to other Trust policies**

This Exclusion Policy should be considered alongside the Trust's Behaviour Policy as well as other relevant Trust policies, particularly the Special Educational Needs Policy and the Equality & Diversity Policy. It also has a close inter-relationship with the Trust's Anti Bullying and Attendance Policies.

<b>Monitoring and review</b>	Trust Board
<b>Links</b>	Anti-Bullying Policy Attendance Policy Behaviour Policy Equality and Diversity Policy Medical Needs Policy SEND Policy
<b>Staff responsible</b>	Headteachers of all academy schools,
<b>Committee responsible</b>	Trust Board
<b>Date approved</b>	<b>November 2018</b>
<b>Reviewed</b>	November 2018
<b>Next review</b>	November 2019
<b>Sign off by Chair of Trust</b>	 Date: November 2018

\*Please note that should there be any changes/further national guidance issued relevant to this policy, it will be updated accordingly prior to the review date shown above and referred to the next Trust Board meeting.

## Change Management

Issue No.:	Change date:	Change description:
1.0	Nov'16	Initial release
2.0	Nov'18	Rebranded, updated and signed off for release
	Nov'19	Review alongside Behaviour Policy