



## **DOCKING CHURCH OF ENGLAND PRIMARY SCHOOL AND NURSERY**

### **Exclusion Policy**

- Lunchtime, half-day, full day, and fixed term exclusions of more than one day are only to be used as a last resort.
- Fixed term exclusions can be imposed by the Headteacher, and only the Headteacher, in the event of:
  - A serious breach of the school's behaviour policy;
  - A decision that if the child were allowed to remain in school this would seriously harm the education or welfare of the pupil or others in the school.
- Permanent exclusion is only appropriate after all other strategies have been exhausted. Occasionally, there will be exceptional circumstances where it might be appropriate to permanently exclude a child for a first offence:
  - Serious actual or threatened violence against another pupil or a member of staff;
  - Sexual abuse or assault;
  - Supplying an illegal drug;
  - Carrying an offensive weapon.
- Please refer to the Behaviour Policy, which details other approaches which must all be tried prior to imposing a fixed term exclusion.
- A fixed term exclusion may be imposed for up to 45 teaching days within an academic year, if the children has previously been educated elsewhere during the same academic year, any fixed term exclusions imposed by the prior school must be taken into account.
- If a fixed term exclusion is imposed for more than 5 days, it is the school's responsibility to provide work for the child to complete at home.
- The parents / carers of a child for whom a fixed term exclusion has been imposed can make representation to the school's Governing Body to appeal against the exclusion.
- Factors to consider before making a decision to exclude:
  - Ensure that a thorough investigation has been carried out;
  - Consider all the evidence available to support the allegations, taking account of the school's behaviour and equal opportunities policies, and, where applicable, the Race Relations Act 1976 as amended and the Disability Discrimination Act 1995 as amended;

Committee responsible for policy:  
Date last reviewed: Autumn 2014  
Date next review due: Summer 2015



- Allow and encourage the pupil to give his or her version of events;
  - Check whether the incident may have been provoked, for example by bullying, including homophobic bullying, or by racial or sexual harassment;
  - If necessary, consult others, but not anyone who may later have a role in reviewing the headteacher's decision, for example a member of the governing body.
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- Following a fixed term exclusion, arrangements should be made for the child, the child's parents/carers and the headteacher (and teaching staff if appropriate) to meet together and plan an appropriate way forward, at a mutually convenient time, prior to the child starting back at school.

Please refer to the office for details of standard letters which will be used in the event of a fixed term exclusion being imposed.