



# **BLACK COUNTRY WHEELS SCHOOL**

**DfE Registration Number 333/6003  
Unique Reference Number 137571**

## **Exclusion Policy**

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## BLACK COUNTRY WHEELS SCHOOL

### EXCLUSION POLICY

#### Aims

This policy is underpinned by three aims shared by the Behaviour for Learning Policy:

1. To ensure the safety and well-being of all members of the school community.
2. To maintain a vocational and educational environment in which all can learn and succeed.
3. To reduce the need to use exclusion as a sanction.

#### Introduction

- Exclusion is an extreme sanction and is only administered by the Headteacher or, in the absence of the Headteacher, a member of the Senior Leadership Team, acting in that role and under the instruction of the Headteacher.
- The decision to exclude a student will be taken in the following circumstances:
  - (a) In response to a serious breach of the school's Behaviour for Learning Policy.
  - (b) If allowing the student to remain in school would seriously harm the education or welfare of the student or others in the school.
- Exclusion, whether fixed term or permanent, may be used for any of the following, all of which constitute examples of unacceptable conduct and are infringements of the School's Behaviour for Learning Policy:
  - Verbal abuse to staff and other adults
  - Verbal abuse to students
  - Physical abuse to / attack on staff
  - Physical abuse to / attack on students
  - Indecent behaviour
  - Damage to property
  - Misuse of illegal drugs
  - Misuse of other substances
  - Theft
  - Serious actual or threatened violence against another student or member of staff
  - Sexual abuse
  - Assault
  - Supplying an illegal drug
  - Carrying an offensive weapon
  - Arson
  - Unacceptable behaviour which has previously been reported and for which school sanctions and other interventions have not been successful in modifying the student's behaviour.

This is not an exhaustive list and there may be other situations where the Headteacher makes the judgement that exclusion is an appropriate sanction.

## Procedure

- A fixed period exclusion can be for one half day to forty-five days in an academic year.
- Most exclusions are of a fixed term nature and are of short duration, usually between one and three days.
- If a student is excluded for more than 15 school days in a term the Headteacher will review the exclusion whether or not parents/carers choose to attend. A decision will be made to either:
  - begin a phased return to school, or
  - permanently exclude the student.
- Following exclusion, parents are contacted immediately where possible. The home school and/or the Local Authority of the student are also informed. A letter is sent by post giving details of the exclusion and the date the exclusion ends if it is of a fixed term. Parents have a right to make representations to the Headteacher as directed by the letter.
- During the period of exclusion, the student must not enter the school site or be within the environs of the school.
- A return to school meeting will be held following the expiry of the fixed term exclusion and this will involve a member of the Senior Leadership Team, the student and a parent/carer. A home school representative may also attend, as may an Officer of the LA. The student must not return to school until this meeting has taken place.

## Permanent Exclusion

The decision to exclude a student permanently is a serious one. There are two main types of situation in which permanent exclusion may be considered.

1. The final, formal step in a concerted process for dealing with breaches of the Behaviour for Learning Policy following the use of a wide range of other strategies, which have been used without success. It is an acknowledgement that all available strategies have been exhausted and is used as a last resort. This would include persistent disruptive and defiant misbehaviour including bullying.
2. Where there are exceptional circumstances and it is not appropriate to implement other strategies and where a first or 'one off' offence has been committed. These might include:
  - Serious actual or threatened violence against another student or a member of staff.
  - Sexual abuse or assault.
  - Supplying an illegal drug.
  - Carrying an offensive weapon.
  - Arson.

These instances are not exhaustive but indicate the severity of such offences and the fact that such behaviour seriously affects the discipline and well-being of the school.

- In considering whether permanent exclusion is the most appropriate sanction, the Headteacher will consider:
  - (a) The gravity of the incident, or series of incidents, and whether it constitutes a serious breach of the school's Behaviour for Learning Policy.
  - (b) The effect that the student remaining in the school would have on the education and welfare of other students and staff.

In the case of a student found in possession of an offensive weapon, whether there is an intention to use it or not, it is the school's usual policy to issue a permanent exclusion.

- A letter will be sent to parents giving the reasons for the permanent exclusion. Notification will be given that the LEA will make contact to discuss the student's future educational options.

This Policy is subject to all other Policies of Black Country Wheels School and the DfE Statutory Guidance.