

St Francis Horndale CE Primary School



School Exclusions Policy

Our Vision

Let your light shine bright!

#inspiredtoshinebright

We aim for all our children to achieve their full potential and to thrive in the modern world. We encourage confident and independent global citizens who have a love of learning. This is underpinned by the teaching of Christian values. These enable children to cultivate compassion, integrity, and respect, fostering their overall development and character formation.

Matthew 5: 14-16 provides us with our school vision that helps us live out the school foundation of educating children living in poverty. Matthew teaches us the need for self-worth, self-confidence and resilience to find and then shine our lights bright. By shining we support the academic and personal development of ourselves and our wider school family.

Written: July 2025

Review: July 2026

Approved by: Governing Body

Introduction

St Francis Horndale CE Primary School is committed to promoting good discipline and maintaining a high challenge, safe environment where children can learn and thrive. Our values of tolerance, respect, perseverance, independence, ambition, courtesy and consideration underpin our behaviour expectations.

The school provides a vast range of support to children who display poor or challenging behaviour. Decisions to exclude lie solely with the Headteacher, or in their absence, the Deputy Headteacher. When establishing the facts surrounding an incident which may lead to exclusion, the Headteacher must apply the civil standard of proof “on the balance of probabilities”, and not the criminal standard of “beyond reasonable doubt”.

The Decision to Suspend / Exclude

Suspensions and exclusions are either fixed term (for a set number of days) or permanent. The decision to exclude a student will be taken by the Headteacher in the following circumstances:

- In response to a serious breach of the School's Behaviour Policy;
- If allowing the student to remain in School would seriously harm the education or welfare of the student or others in the School.
- If the impact of not excluding the pupil would harm the integrity of the school's behaviour policy.

Before deciding whether to suspend / exclude a student either permanently or for a fixed period the Headteacher will ensure appropriate investigations have been carried out, considering all the evidence available. Exclusion, whether fixed term or permanent may be used for any extreme unacceptable conduct, and are infringements of the School's Behaviour Policy such as:

- Defiance and/or disrespect
- Repeated breaches of the school behaviour policy
- Verbal abuse to Staff
- Verbal abuse to children
- Using racist, homophobic or sexist language
- Physical abuse to/attack on Staff
- Physical abuse to/attack on another child
- Indecent behaviour
- Damage to property

- Theft Bringing to school,
- use or threatening to use a weapon
- Serious actual or threatened violence against another pupil or a member of staff.

This is not an exhaustive list and there may be other situations where the Headteacher makes the judgment that exclusion is an appropriate sanction. The Headteacher is empowered to make this decision as they see fit, and there is no “tariff” regarding the number of days’ exclusion applied to a particular “offence”.

Suspension / exclusion Procedure

Most suspensions / exclusions are of a fixed term nature. The DfE regulations empower the Headteacher to exclude a student for one or more fixed periods not exceeding 45 school days in any one school year. If 45 days are exceeded, then this becomes a permanent exclusion.

Following suspension / exclusion:

- Chair of Governors and parents/carers are contacted immediately wherever possible.
- A letter will be sent giving details of the suspension / exclusion and the date the suspension / exclusion ends.
- Work will be set for the child whilst the exclusion is in force.
- Parents/carers have a right to make representations to the Governing Body and local authority as directed in the exclusion letter.
- A reintegration meeting will usually be held following the expiry of the fixed term exclusion and this will involve the child, parent/carers, and a member of the school staff where appropriate.
- It is school practice to monitor behaviour and work of the child very closely for the period following exclusion. This may mean the use of a report or close support by staff.

In the unlikely event that the fixed term exclusion is greater than five days or an accumulation of exclusions exceed five days, school is obliged to provide full time education from the sixth day of any period of fixed term exclusion.

During the course of a fixed term suspension / exclusion, parents/carers are advised that the child is not allowed on the school premises, and that daytime supervision is their responsibility.

Permanent Exclusion

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

- The first is a final, formal step in a concerted process for dealing with disciplinary issues 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.

- The second is where there has been a very serious breach of the school behaviour policy and this may be a one-off incident.

DfE guidance states that it is for the headteacher to decide whether a pupil's behaviour warrants permanent exclusion, due to serious or persistent breaches in the school behaviour policy, or where a pupil's behaviour means that allowing the pupil to remain in school would be detrimental to the education or welfare of the pupil or others in the school.