



CALLINGTON COMMUNITY COLLEGE (ACADEMY TRUST)

EXCLUSION POLICY

This policy deals with the policy and practice which informs the College's use of exclusion. It is underpinned by the shared commitment of all members of the College community to achieve two important aims:

1. To ensure the safety and well-being of all members of the College community, and to maintain an appropriate educational environment in which all can learn and succeed.
2. To realise the aim of reducing the need to use exclusion as a sanction.

Introduction

The decision to exclude a student will be taken in the following circumstances:

- a) In response to a serious breach of the College's Student Behaviour Policy;
- b) If allowing the student to remain in College would seriously harm the education or welfare of the student or others in the College.

Exclusion is an extreme sanction and is only administered by the Principal (or, in the absence of the Principal, the Vice Principal who is acting in that role).

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 College's Behaviour Policy:

- Actions which put the student or others in danger
- Verbal abuse to staff and others
- 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
- Supplying an illegal drug or other substance
- Theft
- Sexual abuse or assault
- Carrying an offensive weapon
- Arson

- Unacceptable behaviour which has previously been reported and for which College 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 Principal in conjunction with the Chair of Governors makes the judgment that exclusion is an appropriate sanction. It is the duty of the governing body to review all exclusion data when presented.

Exclusion procedure

- Most exclusions are of a fixed term nature and are of short duration (usually between one and three days).
- The DfES regulations allow the Principal to exclude a student for one or more fixed periods not exceeding forty-five College days in any one College year.
- The Leadership Team have established arrangements to review promptly all permanent exclusions from the College and all fixed term exclusions that would lead to a student being excluded for over fifteen days in a College term or missing a public examination.
- The Leadership Team have established arrangements to review fixed term exclusions which would lead to a student being excluded for over five days but not over fifteen days in a College term where a parent has expressed a wish to make representations.
- Immediately following exclusion parents are contacted where possible. A meeting will be arranged with parents or carers to provide a platform for discussion. A letter will be sent by post giving details of the exclusion and the date the exclusion ends. Parents have a right to make representations to the Principal, Leadership Team and Governors.
- It is College practice to place the student on report usually for one week to monitor behaviour. If the fixed term exclusion is greater than five days or an accumulation of exclusions exceed five days, a Pastoral Support Plan will be drawn up. This needs to be agreed with the College, student and parents.
- A reintegration meeting may be arranged following the expiry of the fixed term exclusion. This meeting will include a member of the Leadership Team, the Head of Year and other appropriate members of staff.
- Fixed term exclusion may take the form of an "internal" exclusion, with the student being isolated to work alone. However, in some circumstances, either because of the severity of the incident or because of practical or logistical constraints, such exclusion will result in the student being required to remain at home.
- During the course of a fixed term exclusion where the student is to be at home, parents are advised that the student is not allowed on the College premises, and that daytime supervision is their responsibility, as parents/carers.
- Excluded students will be required to complete work issued by the appropriate teachers.

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. A final, formal step in a concerted process for dealing with disciplinary offences following the use of a wide range of other strategies, which have been unsuccessful.

It is an acknowledgement that all available strategies have been exhausted and is used as a last resort. This would include persistent and defiant misbehaviour including bullying (which could include racist or homophobic bullying) or repeated possession and or use of an illegal drug on College premises.

2. Where there are exceptional circumstances and it is not appropriate to implement other strategies and where it could be appropriate to permanently exclude a student for a first or 'one off' offence. 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.

The College will consider police involvement for any of the above offences.

Offensive weapons are defined in the Prevention of Crime Act 1953 as "any article made or adapted for causing injury to the person; or intended by the person having it with him for such use by him."

These instances are not exhaustive but indicate the severity of such offences and the fact that such behaviour seriously contravenes the discipline and wellbeing of the College.

General factors the College considers before making a decision to exclude

Exclusion will not be imposed instantly unless there is an immediate threat to the safety of others in the College or the student concerned. Before deciding whether to exclude a student either permanently or for a fixed period the Principal will:

- Ensure appropriate investigations have been carried out.
- Consider all the evidence available to support the allegations taking into account the Student Behaviour, Equal Opportunities and Equality Policies.
- Allow the student to give her/his version of events.
- Check whether the incident may have been provoked for example by bullying or by racial or sexual harassment.

If the Principal is satisfied that on the balance of probabilities the student did what he or she is alleged to have done, exclusion will be the outcome.

Exercise of discretion

In reaching a decision on temporary or permanent exclusion, the Principal will always look at each case on its own merits in considering whether permanent exclusion is the most appropriate sanction, the Principal will consider:

- a) The gravity of the incident, or series of incidents, and whether it constitutes a serious breach of the College's Behaviour Policy.
- b) The effect that the student remaining in the College would have on the education and wellbeing of other students and staff. However, in the case of a student found in possession of an offensive weapon or illegal substances, whether there is an intention to use it or not, it is the College's usual policy in this particularly serious matter to issue a permanent exclusion.

In-line with its statutory duty, these same two tests of appropriateness will form the basis of the deliberations of the Leadership Team when it meets to consider the Principal's decision to exclude. This Committee will require the Principal to explain the reasons for the decision and will look at appropriate evidence, such as the student's College record, witness statements and the strategies used by the College to support the student prior to exclusion.

Alternatives to Exclusion

Alternative strategies to exclusion are always used if possible. However, the threat of a permanent exclusion will never be used as the means to coerce parents to move their child to another College.

Behaviour Outside College

Students' behaviour outside College on College "business" for example College trips and journeys, travelling to and from College, away College sports fixtures or a work experience placement is subject to the Student Behaviour Policy. Negative inappropriate behaviour in these circumstances will be dealt with as if it had taken place in College. For behaviour outside College but not on College business this policy will still have effect if there is a clear link between that behaviour and maintaining good behaviour and discipline among the student body as a whole. If students' behaviour in the immediate vicinity of the College or on a journey to and from College is poor and meets the College criteria for exclusion then the Principal may decide to exclude.

Drug Related Exclusions

In making a decision on whether or not to exclude for a drug-related offence the Principal will have regard to the College's published policy on drugs and will also seek advice from the LA's Drugs Education Advisor. The decision will depend on the precise circumstances of the case and the evidence available. In some cases fixed term exclusion will be more appropriate than permanent exclusion. The Principal will make a judgment set against the criteria in the College's Drugs Policy.

