



# Exclusion Policy

Date: September 2020

Review Date: September 2021

## Exclusion Policy

A decision to exclude a student, either for a fixed period or permanently is seen as a last resort by Pield Heath House School.

The school is responsible for communicating to students, parents and staff its expectations of behaviour and a range of policies and procedures are in place to promote good behaviour.

Exclusion will only be considered if a student is placing themselves or another student or member of staff in serious danger and when all other possible strategies have been exhausted.

If the Head of School decides to exclude a student they will:

- Ensure that there is sufficient recorded evidence to support the decision
- Explain the decision to the student
- Contact parents/carers, explain the decision and ask that the child/young person be collected
- Send a letter to the parents confirming the reasons for the exclusion, whether it is a permanent or temporary exclusion
- Confirm the length of the exclusion and any terms or conditions agreed for the student's return
- In cases of more than a day's exclusion, ensure that work is provided as appropriate
- Plan how to address the student's needs on his/her return
- Plan a meeting with parents and student on his/her return

An exclusion should not be enforced if doing so may put the safety of the student at risk. In cases where parents will not comply by, for example, refusing to collect the child/young person, the child's/young person's welfare is the priority.

All exclusions should follow the most up to date DfE guidance in particular relating to non-maintained special schools.