

SUTHERLAND HOUSE SCHOOL EXCLUSION POLICY

Overview

Sutherland House school provides education to autistic pupils and associated disabilities. Our pupils may have difficulties with processing, social understanding, social communication, flexibility of thinking and sensory issues. The school is committed to dealing with challenging behaviour in a considered and person-centred way. One of the main aims is to reduce the frequency and intensity of behaviour difficulties by improving pupils' communication and embedding a person-centered approach. This is outlined in the schools Positive Behaviour Support policy.

Aims

This policy has been designed to deal with the practice which informs the schools use of exclusion. It is underpinned by the shared commitment of all members of the school community. Our school aims to ensure.

- The exclusion process is applied fairly and consistently
- Reduce the need to use exclusion
- Ensure the safety and well-being of all members of the school community, and to maintain an appropriate educational environment in which all can learn and succeed
- Pupils are happy and safe

The Decision to Exclude

A decision to exclude a pupil can only be made by the Head Teacher. This will only be done after consultation with the Chief Executive and the Chair of the Governing Body. Consideration of the use of permanent exclusion procedures will only be taken as a last resort after a range of strategies and approaches have been exhausted. The decision to permanently exclude a pupil would only be taken if allowing the pupil to remain in school would significantly and seriously harm staff and the education and welfare of the pupil or others in school, including staff injury. Liaison with the pupil's Local Authority will take place from the onset and the school will inform the Local Authority of any situation likely to lead to exclusion.

If there is a decision to exclude the Head Teacher will ensure

- There is sufficient recorded evidence to support the decision.
- The decision is explained to the student (where appropriate).
- Parents will be notified by a phone call.
- This will be followed, subsequently by a letter in which the terms of the Exclusion are set out, together with the time and date of the re-integration meeting.
- In cases where the exclusion is more that 6 days, ensure the appropriate work is set and the arrangements are in place for this to happen.

- Plan a reintegration meeting with parents/carers.

Process of exclusions

The exclusion period will be kept to a minimum for any one period. If there is a decision for fixed term exclusion or more than 5 days, then Sutherland House School will arrange for educational provision to begin on the sixth day of their exclusion. Work will be provided for the pupil from day one in the form of Teams or paper-based activities. In the event of a proposed permanent exclusion, the school will notify the Local Authority immediately by telephone call at the earliest opportunity and confirm in writing within 24 hours. Permanent exclusion will not be confirmed until both the Local Authority and the parents have been given an opportunity to meet with the school to discuss the matter (within 15 days). The school will then consider representations made before determining whether the exclusion should be upheld (within five days).

If parents/ carers wish to appeal against a fixed term exclusion then you can do so, by writing to the Chair of Governors. The Governing Body will review all permanent exclusions (and fixed period exclusions amounting to more than 15 days in any term). It is the Governing Body's decision whether to reinstate the pupil.

Causes for Exclusion

Exclusion, whether fixed term or permanent, may be used for any of the following.

- Actions that put the pupil or others in significant danger
- Unable to meet our statutory duty to education a pupil on site or off site.
- Unable to meet our statutory duty to safeguard a child.
- Intense or risky behaviour that puts students and staff at significant risk

This is not an exhaustive list, and there may be other situations where the Head Teacher makes a judgment that an exclusion is an appropriate action.

Exclusion procedures

Internal exclusion

An Internal Exclusion will be implemented when there has been a significant incident that is severe enough to warrant education to be delivered outside of the classroom. This may be in a different area of school or by EOS (education offsite). As stated above, all efforts will be made to keep the pupil in school, to support his/her education and it will only be in the most severe circumstances that will lead to Fixed-Term or Permanent Exclusions. Pupils will be accommodated either at the school or off-site for the purposes of internal exclusions. Parents will be notified of any internal exclusions through written communication, and a follow-up meeting will be organised with parents. The local authority case worker will also be made aware of any internal exclusions.

Fixed Term Exclusions

A Fixed Term Exclusion is of short duration and may be necessary if a pupil's behaviour is considered sufficiently serious and it would not be appropriate or safe to educate the student on site or off site. This decision is not taken lightly, and it is the ethos of Sutherland House School to find a way to keep children in school. In the case of a Fixed-term Exclusion, the Department of Education states that a Head

Teacher can exclude one or more fixed periods not exceeding 45 school days in any one year.

Pupils on fixed term exclusion will not be allowed to attend school or be in the vicinity of school for the term of their exclusion. Under current legislation, parents/carers are obliged to take responsibility for their child if s/he is excluded and ensure that they are not in a public place without good reason during school hours within the first five school days of any exclusion.

Reasonable adjustments will be considered on a case-by-case basis where involving sending student work home will place the family or student at risk.

Permanent Exclusion

The decision to exclude a pupil permanently is a serious one and will never be taken lightly. In doing so, we recognise that a permanent exclusion is serious. Permanent Exclusion will not be sought, unless there are exceptional circumstances and when no other course of action is deemed appropriate, and a range of alternative strategies has been undertaken. Where a permanent exclusion is issued, the local authority and any external agencies involved with a child e.g. social care will be notified.

Notice of end of placement

In circumstances where the school are unable to meet the students needs due to a change in their primary need then end of placement decision will be issued. This decision will never be made lightly and will always have the students' best interest at the centre of the decision. Where end of placement is issued, an emergency EHCP review meeting will be held with parents and the local authority. This meeting will take place within timeframes set by the local authority.

Reintegration meeting

Following a Fixed-Term Exclusion, parents/carers are invited into school to attend a re-integration meeting. At the meeting and in conjunction with parents an action plan will be agreed, to support a successful reintegration back into school.

This policy operates in conjunction with the following school policies:

- PBS Policy
- Child Protection Policy

Policy Written By	Robbie Jones
Policy Ratified By	Sutherland House Governing Body
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