



# Banbury Aspirations Campus EXCLUSIONS POLICY



**Wykham Park**  
Academy  
Banbury



**FUTURES INSTITUTE**  
BANBURY

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# Exclusions policy

Co-ordinator: Miss Sylvia Thomas – Principal  
Start date: March 2019  
Review date: April 2020

## Ethos

We are an inclusive school community and we believe that every child has the right to come and learn in a safe and caring environment. Equally we believe that every adult who comes to work in our community, or visitor who comes to our site, has the right to expect that they are treated with respect and courtesy at all times and are safe.

## Objectives

The policy has two important objectives:

1. To 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;
2. To realise the aim of reducing the need to use exclusion as a sanction

## Exclusion protocols

The following will apply:

- We work within the framework set out in the “Exclusion from maintained schools, academies and pupil referral units in England: Statutory guidance for those with legal responsibilities in relation to exclusion” document which can be found at [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/641418/20170831\\_Exclusion\\_Stat\\_guidance\\_Web\\_version.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/641418/20170831_Exclusion_Stat_guidance_Web_version.pdf)
- Only the Principal (or member of the senior leadership team given delegated responsibility for exclusion) has the power to do so;
- We have a range of sanctions in our rewards and behaviour policy and both Fixed Term or Permanent Exclusions are used following exhaustion of the other measures or serious and significant individual breaches of the policy (See **Managing and improving student behaviour through rewards and positive action**).
- Following the issuing of a Fixed Term exclusion parents are contacted immediately where possible. Students are not permitted to leave the site until parents have been contacted and permission by them or another appropriate family member. 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 as directed in the letter.

- A return to School meeting will be held following the expiry of the fixed term exclusion (or prior to return if necessary) with an appropriate member of the college leadership or senior leadership team.
- 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 School premises, and that daytime supervision is their responsibility, as parents/guardians.

## Permanent Exclusions

The decision to permanently exclude a student is a very serious one and full consideration is made with respect to the circumstances and context within which the failure to meet the standards of behaviour required on the campus occurs.

Depending on the nature of the offence we may also look at the possibility of a managed move through the IYFAP process to avoid a permanent exclusion.

There are two main types of situation in which permanent exclusion may be considered.

1. The first is 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 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 and defiant misbehaviour including bullying (which would include racist or homophobic bullying).
2. The second is 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.

Serious breaches of the Rewards and Behaviour policy include:

- use of racist / homophobic language or behaviour
- use of violence, or assault of, another member of the school community
- displaying sexually inappropriate behaviour towards another member of the school community
- use of or being under the influence of drugs or alcohol whilst on the school site
- bringing offensive weapons\* on to, or in the vicinity of the school site
- supplying drugs on, or in the vicinity, of the school site

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 all of the cases outlined above the school may consider police involvement.

*\* 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."*

General factors the School 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 School or the student concerned. Before deciding whether to exclude a student either permanently or for a fixed period the will:

- Ensure appropriate investigations have been carried out.
- Consider all the evidence available to support the allegations taking into account the Rewards and Behaviour Policy, Equal Opportunity and Race 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, permanent exclusion will be the outcome.

## Exercise of discretion

In reaching a decision, the Principal will always look at each case on its own merits. Therefore, a tariff system, fixing a standard penalty for a particular action, is both unfair and inappropriate.

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 School's Rewards and Behaviour Policy, and
- b) the effect that the student remaining in the School would have on the education and welfare of other students and staff.

Nonetheless, 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 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 Governors' Student Discipline Committee, 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 School record, witness statements and the strategies used by the School to support the student prior to exclusion.

## Lunchtime exclusion

Students whose behaviour at lunchtime is disruptive may be excluded from the School premises for the duration of the lunchtime period. This will be treated as fixed term exclusion and parents will have the same right to gain information and to appeal.

## Behaviour outside school

Students' behaviour outside School on school "business" for example school trips and journeys, away, school sports fixtures or a work experience placement is subject to the School's Rewards and Behaviour Policy. Behaviour which breaches the policy in these circumstances will be dealt with as if it had taken place in School.

For behaviour outside School but not on school 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 School or on a journey to and from school is poor and meets the School criteria for exclusion then the Principal may decide to exclude.

Behaviour outside school, whether in or out of school uniform, which brings the name of the school into disrepute will be dealt with as though the behaviour had occurred within school.