



# **Dixons Allerton Academy**

## **Exclusion Policy**

**Responsibility for Review: Senior Leadership Team**

**Signed by :.....**  
**Date:.....**  
**(Principal)**

**Signed by :.....**  
**Date:.....**  
**(Chair of Governors)**

## **1. Decisions to exclude**

The Principal will make all exclusion decisions.

Decisions will be based on careful consideration of all relevant facts and firm evidence, including the scholars own account of events and whether an incident was provoked by racial or sexual harassment.

A scholar may be excluded for fixed terms of up to a total of forty-five days in an academy year.

Permanent exclusion is the most serious sanction the academy can use. For this reason it will only be used where we feel we can no longer manage the scholar's behaviour, to the point that it prejudices teaching and learning and the safety of other members of the academy community.

Permanent exclusion decisions will always take account of a scholars previous behaviour records. We will also consider whether the academy has used all of the strategies available to it to manage the scholar including, in normal circumstances, a Pastoral Support Plan. Permanent exclusion may, however, also be appropriate where individual instances of misbehaviour are considered sufficiently serious in themselves.

There will be exceptional circumstances where, in the Principal's judgement, it is appropriate to permanently exclude a child for a first or 'one-off' offence. These might include:

- a. Serious actual or threatened violence against another scholar or a member of staff;
- b. Sexual abuse or assault
- c. Supplying an illegal drug
- d. Carrying an offensive weapon

The Academy will also consider whether or not to inform the police where such a criminal offence has taken place. We will also consider whether or not to inform other agencies e.g. Youth Offending Team, Social Workers, etc.

These instances are not exhaustive, but indicate the severity of such offences and the fact that such behaviour can affect the discipline and well-being or the academy community. Alternative provision will not be appropriate in these cases as the pupil still has the right to return to the academy if not permanently excluded.

Exclusion will only be considered for a scholar with a statement of Special Educational Needs or EHCP in exceptional circumstances. Where the risk of permanent exclusion is identified we will seek LEA advice and, where it is appropriate, we will liaise with the LEA to arrange an interim review of the scholar's statement or EHCP.

## **2. Exclusion**

When a scholar is excluded the Principal will ensure that a parent/carer is notified as soon as possible, ideally by telephone. A letter will be sent within one academy day.

The letter will include the reasons for the decision, arrangements for enabling the scholar to continue with academy work and for the work to be marked, the parent's right to state their case the Governing Body's Discipline Committee and how to exercise it, and the deadline for their written statement. Parents will also be reminded of their right to see the scholar's academy record and given a date for the scholar's return to the academy.

The LEA will be informed of the scholar's name, the length of the exclusion, the reasons for it, the age, gender and ethnicity of the scholar, whether they are on SEN register, have a statement of educational needs, EHCP or are looked after by the Local Authority.

The LEA and the Governors' Discipline Committee will be informed of all permanent exclusions immediately, and all fixed term exclusions within fifty days.