ST. JOHN'S CATHOLIC PRIMARY SCHOOL

Exclusions Policy

June 2025

Our Mission Statement

The Mission of St. John's Catholic Primary School is to grow and learn in the footsteps of Jesus by being: responsible, caring, prayerful, creative, independent, thoughtful, curious and respectful. We live our Mission by:

- Ensuring that our attitudes and values are transmitted through a curriculum that is consistent with the Catholic faith
- Delivering a curriculum that is relevant, varied, interesting, stimulating, balanced and appropriate
- Developing policies and schemes of work which recognise that R.E. is an integral part of the curriculum
- Developing sound teaching and effective classroom management
- Generating a positive attitude to learning where realistic expectations of pupils and high standards of work are expected
- Using a variety of teaching approaches that reflect the needs of individual pupils
- Participating in projects which focus on the needs of others including local and international charities.
- St. John's is a Catholic voluntary aided primary school, established by the Church to serve the parishes of St. John the Baptist, Trowbridge, St. Bernadette, Westbury and St. Thomas More, Bradford on Avon.

Rationale

This policy is underpinned by the shared commitment of all members of the school community to achieve two important aims:

- To ensure the safety and well-being of all members of the school community
- To maintain an environment in which all can learn and succeed.

Introduction

Exclusions from school, whether fixed term or permanent, are damaging to a pupil's self-esteem and are often a last resort approach. They diminish the sense of belonging to the community. As such they are used sparingly and only as part of an overall behaviour strategy which seeks to develop a culture of inclusion, ownership and responsibility for one's own behaviour.

The school seeks to avoid permanent exclusions as these take place only for the most serious incidents or when all other strategies have been tried and have failed over time. Fixed term exclusions are used when other strategies and sanctions have not been effective over time or when there has been a single clear and serious breach of discipline.

In all cases, the Headteacher (HT) gathers the evidence and takes advice from staff who are working with a pupil. The HT may delegate some responsibility to the Deputy Head (DHT) for fixed term exclusions. The HT alone makes the decision to proceed to permanent exclusion (or in the absence of the HT, the DHT who is acting in that role).

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

- In response to a very serious breach of the school's Behaviour Policy
- If allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school.

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 school's Behaviour Policy:

- Verbal abuse to staff and others
- Verbal abuse to pupils
- Physical abuse to/attack on staff and others
- Physical abuse to/attack on pupils
- Indecent behaviour
- Deliberate damage to property (other children's or school's)
- Misuse of illegal drugs
- Misuse of other substances
- Theft
- Serious actual or threatened violence against another pupil or a member of staff
- Sexual abuse or assault
- Supplying an illegal drug
- Carrying an offensive weapon e.g. a knife or bladed implement
- Arson

- Other unacceptable behaviour, which has previously been reported and for which school sanctions and other interventions have not been successful, in modifying the pupil's behaviour.
-

Exclusion Procedure

Most exclusions are of a fixed term nature and are of short duration (usually between one and three days). The regulations allow the HT to exclude a pupil for one or more fixed periods not exceeding 45 school days in any one school year.

The Governors have established arrangements to review promptly all permanent exclusions from the school and all fixed term exclusions that would lead to a pupil being excluded for over 15 days in a school term or missing a public examination.

The Governors have established arrangements to review fixed term exclusions that would lead to a pupil being excluded for over 5 days but not over 15 days in a school term where a parent has expressed a wish to make representations.

Following an exclusion, parents are contacted immediately where possible – usually by telephone. A letter will be given or sent by post giving details of the exclusion and the date the exclusion ends. Parents have a right to make representations to the Governing Body and the LA as directed in the letter.

A Return to School Meeting will be held following the expiry of the fixed term exclusion and this will involve the HT (or DHT) and other staff as appropriate.

If the fixed term exclusion is greater than 5 days or an accumulation of exclusions exceed 5 days, a plan will be drawn up, and agreed by the school, parents and pupil. A review date will be set as part of the plan.

During the course of a fixed term exclusion where the pupil is to be at home, work will be provided for the child by the class teacher. Parents are advised that the pupil is not allowed on the school premises, and that daytime supervision is their responsibility as parents/guardians. They will also be informed that their child should not be present in a public place during school hours.

Records relating to exclusions will be stored confidentially.

Permanent Exclusion

The decision to exclude a pupil permanently is a serious one. There are two 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 or repeated possession and or use of an illegal drug on school premises.
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 pupil for a first or 'one off' offence. E.g. serious actual or threatened violence

against another pupil or a member of staff or others, or behaviour which poses a significant risk to the child's own safety.

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

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 pupil concerned. Before deciding whether to exclude a pupil either permanently or for a fixed period the HT will:

- Ensure appropriate investigations have been carried out.
- Allow the pupil to give her/his version of events.
- Explore the wider context , taking into consideration how much the incident may have been provoked (e.g. by bullying or by racial or sexual harassment)
- Consider all the evidence available to support the allegations taking into account the Behaviour, Equal Opportunity and Race Equality Policies.

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

In reaching a decision, the HT will always look at each case on its own merits.

This policy should be read in conjunction with the DfE statutory guidance, 'Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England including pupil movement' September 2023.

This policy has been approved and adopted by the Governing Body on: 8th July 2025

Head teacher

Signed …K. O'Rourke…..…… Date: July 2026

Chair of Governors

Signed ……C. Doogue…… Date: July 2026

Review cycle:	Annually
Next review due:	July 2026