



FARNEY CLOSE SCHOOL

Exclusion Policy

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Approval Level	<input type="checkbox"/> Governing Body <input checked="" type="checkbox"/> Principal to Determine
Signed	
Role	Principal
Date Approved	

Young people can be excluded permanently or for one or more fixed periods up to a maximum of 45 days per academic year. Only the Principal, or Vice Principal when the Principal is absent, can authorise exclusions.

Why do young people get excluded from Farney Close School (FCS)?

Young people will only be excluded when they have breached the school's behaviour policy seriously or persistently and where allowing them to remain in school would seriously harm the education or welfare of the young people or others in the school.

The following is a broad, structured outline regarding the type of incidents that may bring about either a permanent or temporary exclusion from the school. Before any sanctions set out in these guidelines are given, there will be a full investigation by the Principal into any alleged incident. Each case will be treated on its individual circumstances. Should the decision be made that Farney Close is no longer able to meet the presenting needs of a young people, then a managed move to another provision would always be preferred to avoid exclusion. This may mean that we support the young person accessing education at home rather than attending our site; due to safety reasons.

Drugs and Substance Abuse

- Any young people found to be using, carrying or selling hard drugs e.g. Cocaine, Heroin, Crack-Cocaine, LSD, Ecstasy, will be immediately permanently excluded and reported to the Police.
- Any young people using, carrying, or selling soft drugs, such as Cannabis, will be temporarily excluded and reported to the Police on the first occasion. Before consideration is given to the young person returning to school, a meeting will be held to discuss circumstances of the exclusion. Any further incident will result in immediate permanent exclusion.

Solvent Abuse. **NO AEROSOLS ARE ALLOWED ON THE SCHOOL SITE.** Any Young people found abusing any solvent or toxic substances will be immediately temporarily excluded. Any further incidence is likely to result in permanent exclusion, particularly if it is felt that the young person is putting themselves, or others, at risk.

Refusal to take prescribed medication

- Naturally the school make every attempt to persuade the young person to take their medication. However, if after all attempts have been made and there is still no success, the young person will be temporary excluded until they are either able to comply with the prescription recommendations, or the school has been informed by a Doctor that the young person no longer needs the prescribed medication.
- Persistent refusal may result in permanent exclusion.

Violence and Aggression

Each case will be treated individually. However, it must be noted that any serious assault to either a young person or a member of staff, will result in at least a temporary (fixed term) exclusion. A permanent exclusion may also be considered dependent upon the seriousness of the attack or injury. In all cases the school will consider whether or not to inform the Police, though victims have the right to do so without consulting the school. Our ultimate decision will be based on ensuring the safety of each child and adult that attend FCS.

Bullying, Extortion, Intimidation and Discrimination

If a young person fails to respond to adult intervention on these issues over a period of time, an initial temporary exclusion will be made. A meeting will be requested by the school with the parents/carers and a representative of the Local Authority, to devise a course of action that will hopefully support and help the young person stop such behaviour. Persistent reoccurrence of such behaviours could lead to permanent exclusion on the grounds of health and safety or the young person's refusal to modify their behaviour.

Criminal Behaviour or Damage to Property or Vehicles.

- Frequent incidents of damage to property by a young person, or any damage exceeding £100 will be likely to be referred to the Police with a view to a charge of Criminal Damage being sought by the school.
- Incidents of persistent or substantial damage to property by a young person who then fails to respond to the above sanctions is likely to result in temporary or permanent exclusion.
- An incident of substantial damage to property by a young person is likely to result in temporary or permanent exclusion.
- Actions that are of a criminal nature for example assault, theft, misuse of social media.

Theft

Any young person involved in the theft of property at the school or another young person's personal property will either be: -

- Seen by Senior Members of Staff and be expected to repay the full replacement cost of the goods stolen if damaged or unable to return them.
- Reported to the Police.
- Fixed term or permanent exclusion, depending on the nature of the offence.

Arson

All incidents of arson will be reported to the police and are extremely likely to result in permanent exclusion.

Young people placing themselves and/or others at risk through:

- ☐ Sexualised activity.
- ☐ Disregard for personal safety.
- ☐ Disregard for the safety of others.
- ☐ Repeated absconding.

Will:

Be seen by the Principal, the Vice Principal, Head of Care or Head of Education and parents/carers will always be informed and may be asked to attend a meeting to discuss the situation.

Where necessary, the matter will also be reported to the young person's Local Authority, West Sussex MASH (via the integrated front door) and the Police.

Repeated incidents or incidents of a serious nature, where young people place themselves in dangerous and vulnerable situations, are likely to result in a temporary or permanent exclusion.

Young people who have a continual detrimental effect on the life of the school

- Young people who have been monitored and are seen to be unwilling to cooperate with the basic routines, requests and expectations of the school, and who have failed to respond to support and intervention, are likely to be temporarily excluded whilst a meeting is convened with parents and other agencies to discuss the young person's placement.
- Before any decision regarding exclusion is made, the matter will be fully discussed by the Principal, Vice Principal and Governors' representative on site.

What happens when a young person receives a temporary or permanent exclusion?

In all incidences of temporary or permanent exclusion, parents will be notified immediately. Parents will also be informed in writing by first class post. The letter will include the reason for exclusion, whether it is temporary (if so for how many school days) or permanent, the parents' right to make representation about the exclusion to the Governing Body and how this representation should be made. The parents will also be informed that for the first 5 days of exclusion (or until any alternative provision begins) parents are required to ensure that their child is not present in a public place without reasonable justification and that they may receive a fixed penalty notice if they fail to do so.

The Principal will inform the Chair of Governors of the exclusion if it is permanent or results in a young people being excluded for a total of more than 5 school days in a term, or any exclusion which results in the young person missing a public examination or national curriculum test. The Local Education Authority will also be notified along with the young person's funding authority.

Work will be set and sent home for the first 5 days of any exclusion.

A reintegration meeting will be held on the young person's first day back in school following an exclusion. Parents will be invited to attend this meeting but it will proceed without them if they are unable to attend. This meeting will be a reflection of the incident that led to exclusion but also an opportunity for a line to be drawn on the incident and a positive reset going forward.

What happens if the Principal decides to withdraw a temporary or permanent exclusion?

The Principal may cancel an exclusion that has not been reviewed by the Governing Board. This practice is sometimes known as withdrawing/rescinding a temporary or permanent exclusion. If this occurs, then all parties will be notified in writing.

What if the parents/carers do not agree with the decision to exclude?

Parents have the right to appeal to the Chair of Governors regarding any temporary or permanent exclusion. In the case of a fixed term exclusion which results in a total of 5 days or more in one term, parents/carers must make their appeal in writing within 5 days of receipt of the exclusion notification. In the case of a permanent exclusion, parents/carers must make their appeal in writing within 15 days of receipt of the Governing Body's decision.

Termination of Placement/Managed Move

Young people are offered a place at Farney Close on condition of successfully completing a trial placement of at least half a term. At the end of this trial period, they will be told in writing if the placement has been successful and will continue.

The Principal can decide to end a young person's placement with immediate effect, without the need for exclusion, providing it is within the half a term's trial period. This would be in writing to the parents and referring agencies.

When a young person cannot stay at Farney Close the school will always try to work with parents and that young person's Local Authority to arrange a managed move rather than permanently exclude them. The exception to this will come when the young person places themselves or others at significant risk.

A managed move is used to initiate a process which leads to the transfer of a young person to another school permanently. This would be with the agreement of all parties.

FARNEY CLOSE SCHOOL –OVERVIEW OF FIXED TERM AND PERMANENT

Principal's decision to exclude a young person

Parents/Carers notified as soon as possible by telephone followed by written confirmation detailing the reason and duration

Governing Body, Local Authority, School Social Worker, VSH to be notified as appropriate

Any permanent exclusion

Governing Body consulted and notified of decision to permanently exclude

The Governing Body must consider any permanent exclusion and decide **within 15 school days** of receiving notice from the Principal
Parents may make representations in writing or in person to the Governing Body at the meeting
The Governing Body have the power to reinstate or uphold the Principal's decision

The Governing Body notify parents/carers of outcome of the Governing Body meeting

Parents can appeal this decision **within 15 days** of receipt of the decision by the Governing Body in which case the Local Authority arrange for an Independent Panel Review Hearing

When an exclusion would bring a pupil's number of days out of school to more than 15 days in a term

Parents can appeal this decision **within 5 days** of receipt of notification in writing

The Governing Body must consider and decide **within 15 school days** of receiving notice from the Principal

If parents do not make representations, the Governing Body must still consider the exclusion

When an exclusion would bring a pupil's number of days out of school to between 5 and 15 days in a term

Parents can appeal this decision **within 5 days** of receipt of notification in writing

If parents make representations, the Governing Body **must** consider and decide whether to reinstate a pupil **within 50 school days** of receiving notice from the Principal

If parents don't make representations, the Governing Body is not required to meet, and cannot direct reinstatement

When an exclusion brings the pupil's total of days out of school in a term to 5 or fewer

If parents make representations, the Governing Body **must** consider any representations made, but it cannot direct reinstatement and is not required to arrange a meeting with parents

If parents don't make representations, the Governing Body is not required to meet, and cannot direct reinstatement

Any exclusion which will result in the pupil missing a public exam or National Curriculum test

The Governing Body **must** consider and decide **before the exam or test date** when this is 'reasonably practical' and always **within 15 school days** of receiving notice from the Principal