Camp School Exclusions Policy

Approved by Governing Body: July 2025 Next review: July 2027

Camp Primary and Nursery School follow the statutory guidance on Exclusions, as set out by the DfE (August 2024) through the document 'Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England"
https://assets.publishing.service.gov.uk/media/66be0d92c32366481ca4918a/Suspensions_and_permanent_exclusions_guidance.pdf

We also follow the Hertfordshire Children's Services Exclusion non-statutory guidance supplement August 2024 - Hertfordshire County Council guidelines on exclusion from maintained schools, Academies and Education Support Centres (ESCs).
https://thegrid.org.uk/assets/exclusion-guidance-hcc-august-2024.pdf

Purpose

We are committed to following all statutory exclusions procedures to ensure that every child receives an education in a safe and caring environment.
Our school aims to:

- Ensure that the exclusions process is applied fairly and consistently
- Help governors, staff, parents and pupils understand the exclusions process
- Ensure that pupils in school are safe and happy
- Prevent pupils from becoming NEET (not in education, employment or training)
- Ensure all suspensions and permanent exclusions are carried out lawfully

Guidelines

1. Only the Head Teacher or acting Head Teacher can suspend or permanently exclude a pupil from school.
2. A decision to suspend or permanently exclude a pupil will be taken only in response to a serious breach or persistent breaches of the schools behaviour policy.
3. Suspension and permanent exclusion should be considered in the light of long-term effect on the excluded pupil.
4. We have a preventative approach to reduce the likelihood of behaviour escalating to the point of suspension or permanent exclusion. This approach is detailed in the school's Behaviour and Anti-Bullying Policy.
5. It is important to note that we have a duty of care to **all** pupils; therefore, if despite support, behaviours impact adversely on the safety and wellbeing of other pupils or adults the Headteacher and Governors reserve the right to suspend or permanently exclude pupils who put others at risk.

Types of Exclusion:

- **Lunchtime Suspensions:** In the event of 'unacceptable' behaviour patterns being exclusive to playtimes, where the Head Teacher is confident that the safety of other children, and the quality of their education are not compromised during lesson times, then the school shall initially consider lunchtime suspensions, where parents / carers are responsible for collecting the child at the beginning of a lunch period and returning the child to school for the afternoon session. In such instances the school will make appropriate arrangements for morning play, with regard to the safety and welfare of other children and staff.
- **Fixed term Suspensions:** A child may be sent home for a fixed period of time. On their return to school the child and their parents will be invited to a reintegration meeting with the Head Teacher.
- **Permanent Exclusion:** The Head Teacher can permanently exclude a pupil on disciplinary grounds. This will only be used as a last resort and in response to a serious breach or persistent breaches of our behaviour policy and where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school. In such a situation the Local Authority and DfE guidelines are followed.

Deciding whether to suspend or exclude

Only the Headteacher, or acting Headteacher, can suspend or permanently exclude a pupil from school on disciplinary grounds. The decision can be made in respect of behaviour inside or outside of school. The Headteacher will only use permanent exclusion as a last resort.

A decision to suspend a pupil will be taken only:

- In accordance with the school's behaviour policy
- To provide a clear signal of what is unacceptable behaviour
- To show a pupil that their current behaviour is putting them at risk of permanent exclusion

Any period of suspension where a child is asked to leave the school site must be formally recorded and parents will be informed in writing of the period of suspension and the reasons for it.

Where suspensions have become a regular occurrence, the Headteacher will consider whether suspensions alone are an effective sanction and whether additional strategies need to be put in place to address behaviour issues.

A decision to exclude a pupil will be taken only:

- In response to serious or persistent breaches of the school's behaviour policy, **and**
- If allowing the pupil to remain in school would seriously harm the education or welfare of others

Returning after a suspension

The school will make every effort to ensure that any suspension is short term and that a resolution can be agreed. However, an individual would only return to school in

circumstances where the Headteacher and Governors were confident that the education and safety of other children and /or staff would not be in any way compromised. Every effort is made to ensure that positive resolutions are agreed, reducing the risk of further incidents or suspensions.
Following a suspension, the pupil and their parent/carer will be invited to a reintegration meeting, before or on the pupil's return to school, where the school will clearly explain the reintegration strategy. If appropriate, during the meeting the school will communicate to the pupil that they are getting a fresh start and that they are a valued member of the school community. The pupil, parents/carers, a member of senior staff, and any other relevant staff will be invited to attend the meeting.

Appeals Procedures

The parents / carers of any child have the right to appeal the decision of the Head Teacher and Chair of Governors in suspending or permanently excluding their child. The Appeals Committee would follow procedures as set out by Herts County. The Head Teacher and Chair of Governors shall not be allowed to sit on the Appeals Committee or endeavour to influence the decisions made by the Appeals Committee. The Head Teacher would, however, submit a report showing the recorded evidence that informed the decision to suspend or permanently exclude a pupil.

Conclusion

Camp Primary and Nursery School adhere to DfE statutory guidance and Herts County recommendations when considering any possible suspension or permanent exclusion. It is the intention of this policy to reaffirm suspension or permanent exclusion as an ultimate sanction within the school's Behaviour and Anti-Bullying Policy.