



# Banbury Aspirations Campus SUSPENSIONS AND EXCLUSIONS POLICY



**Wykham Park  
Academy**  
Banbury



**FUTURES INSTITUTE**  
BANBURY

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<b>Type of policy</b>	Statutory	<b>Board Approval</b>	LRB

# Suspensions and exclusions policy

Co-ordinator: Miss Sylvia Thomas – Principal  
Start date: March 2022  
Review date: December 2023

## Ethos

We are an inclusive academy 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 academy 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 suspension or permanent exclusion as a sanction

## Suspension and permanent exclusions protocols

The following will apply:

- We work within the framework set out in the “Exclusion from maintained schools and academies and pupil referral units in England: Statutory guidance for those with legal responsibilities in relation to exclusion” (2017) document which can be found at: [https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/921405/20170831\\_Exclusion\\_Stat\\_guidance\\_Web\\_version.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/921405/20170831_Exclusion_Stat_guidance_Web_version.pdf)
- Only the Principal (or member of the senior leadership team given delegated responsibility for suspension/exclusion) has the power to do so
- We have a range of actions in our Relationships and Behaviour Policy and both suspensions or permanent exclusions are only used following exhaustion of the other measures or serious and significant individual breaches of the policy
- Following the issuing of a suspension parents are contacted as quickly possible. A letter will then be sent by post giving details of the suspension and the date the suspension ends. Parents have a right to make representations as directed in the letter.
- A reintegration meeting will be held prior to the student returning to the classroom. This will be with an appropriate member of the college leadership or senior leadership team.

- During the course of a suspension where the student is to be at home, parents are advised that the student is not allowed on/near the academy premises (**see Absconding policy**), and that daytime supervision is their responsibility, as parents/guardians.

## Permanent Exclusions

The decision to permanently exclude a student from the academy 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. Behaviours which might come under this headings 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 Relationships and Behaviour Policy include:

- persistent use of racist / homophobic language or behaviour or other behaviours towards students or adults who have protected characteristics
- use of violence towards, or physical assault of, another member of the academy community
- displaying sexually inappropriate behaviour towards another member of the academy community
- use/consumption of, or being under the influence of, drugs or alcohol whilst on the academy site
- bringing offensive weapons\* on to the academy site
- supplying drugs on, or in the close vicinity, of the academy 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 those in the Academy community

In all of the cases outlined above the academy 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 Academy considers before making a decision to permanently exclude

Permanent exclusion will not be imposed instantly unless there is an immediate threat to the safety of others in the Academy or the student concerned. Before deciding whether to suspend or exclude a student permanently the Academy will:

- Ensure appropriate investigations have been carried out.
- Consider all the evidence available to support the allegations taking into account the Relationships and Behaviour Policy and Equality Duty documentation (including the SEND policy)
- 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/she/they is alleged to have done, suspension or 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 Academy's Relationships and Behaviour Policy, and
- b) the effect that the student remaining in the Academy would have on the education and/or welfare/safety 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 Academy'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 Academy record, witness statements and the strategies used by the Academy to support the student prior to exclusion.

## **Lunchtime exclusion**

Students whose behaviour at lunchtime is disruptive may be suspended from the Academy premises for the duration of the lunchtime period. This will be treated as suspension and parents will have the same right to gain information and to appeal.

## **Behaviour outside academy**

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

For behaviour outside Academy but not on academy 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 Academy or on a journey to and from academy is poor and meets the Academy criteria for suspension or exclusion then the Principal may decide to suspend or permanently exclude.

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