



# HEARTWOOD HOUSE

<b>Policy document control box</b>	
Policy title	<b>Exclusion Policy</b>
Policy owner (including job title)	Cathy Taylor (Executive Headteacher)
Version	1.04
Date of meeting when version approved	13th May 2024
Date of next review	April 2027

<b>Version</b>	<b>Date</b>	<b>Title</b>	<b>Status</b>	<b>Comment</b>
1.03	20/9/2022	Executive Headteacher	Minor updates	Policy review to reflect the appropriate roles for Executive Headteacher/Centre Headteacher
1.04	20/3/2024	Executive Headteacher	Review and Rebrand	

<b>Policy contents:</b>	
<b>1. Purpose</b>	<b>2</b>
<b>2. Scope</b>	<b>2</b>
<b>3. Policy statement, provision and safeguards</b>	<b>2</b>

## **1. Purpose**

This policy enshrines that Heartwood House aims to provide supportive learning communities that enable young people to re-engage with education. Those communities must support all students in their development. In any case where an individual persistently chooses to fail to meet their own responsibility to the community by ignoring / abusing the rights of other members or another member, then, logically, they may not remain within the community. Exclusion may be the chosen response under such circumstances.

## **2. Scope**

The Executive Headteacher is responsible for ensuring that this policy impacts appropriately upon practice.

## **3. Policy statement, provision and safeguards**

Heartwood House will seek advice from its referring authorities as to their procedure for recording and monitoring exclusions (fixed term or permanent). Should Heartwood House apply a fixed term exclusion, the Executive Headteacher will ensure that the appropriate procedure is followed.

A centre will only use fixed term exclusion where staff have failed to enable a young person to modify their behaviour and that behaviour impacts unacceptably upon the rights of other members of the community. The purpose of such an exclusion would be twofold:

- to ensure the rights of all members of the community are upheld;
- to allow time to set up a meeting involving parents, commissioning agents and other involved agencies - at that meeting a clear plan will be set to ensure that all rights are upheld.

Should the commissioning agent or the student feel that continued attendance would leave other members of the community at discernible risk, ie the 'excluded' student is unable or unwilling to commit to maintaining the rights of others, then the placement may be terminated.

Heartwood House would only apply permanent exclusion procedures if the student, their parents and the commissioning agent wished to continue placement, but the headteacher judged that the rights (to learn, to be safe emotionally and physically and to be treated with respect) of a member or members of the community would be placed in jeopardy by the continued

attendance of the student.

All days lost to exclusion will be recorded and communicated to the appropriate authority.

*Should a parent feel that a student has been unfairly denied access to a place at Heartwood House, they should submit a complaint in line with the Heartwood House Complaints Policy.*

### **Legislation and Guidance that inform this document**

- School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012
- Exclusion from maintained schools, academies and pupil referral units in England (2015)

The above do not apply directly to independent schools, but it is essential that Heartwood House staff who manage referrals are cognisant of legal requirements that apply to schools, academies, and referral units and of the responsibilities given to local authorities.

### **Other Heartwood House policies to be read in conjunction with this one**

- Behaviour for Learning
- Admissions
- Use of Reasonable Force
- Complaints... should any parent /carer feel that their child has been unfairly treated, they should refer to the complaints policy for guidance on the appropriate action to take.