



MOWBRAY
Education Trust



AB KETTLEBY PRIMARY SCHOOL

INTERNAL EXCLUSION POLICY AND PROCEDURE

September 2021

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Author	Gayle Bacon
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OVERVIEW OF INTERNAL EXCLUSION

1. Internal exclusions are at the discretion of the school and do not qualify as legal or formal exclusions. The Department for Education's statutory guidance on exclusions legislation does not apply to internal exclusions, because they do not impact on a student's education by removing them from school premises.
2. Internal Exclusion serves as a serious sanction directly below a Fixed Term External Exclusion but above minor sanction. Internal Exclusion is used to prevent students from engaging with the school community but without this impacting on their academic learning.
3. Internal exclusions are imposed for serious and/or persistent breaches of the pupil's code of conduct. Patterns of behaviour will also be taken into account. Although decisions to internally exclude a pupil will depend on the individual circumstances, examples of breaches of conduct that may result in internal exclusion are:
 - a. Physical violence/inciting physical violence.
 - b. Bullying or threatening behaviour
 - c. Verbal abuse that is prejudiced (e.g. racist, homophobic or sexist) and/or foul mouthed in nature.
 - d. Verbal and/or physical abuse of staff.

if any of the behaviours above occur then the child will automatically follow the serious behaviour pathway.
4. There is no statutory maximum period for internal exclusion, an Internal exclusion is a less serious sanction than external exclusion. Ab Kettleby Primary school follow the Behaviour pathway. Leading on to the serious behaviour pathway. In most cases a period of internal exclusion will not last more than five school days and will often be imposed for one or two days, However, there is no maximum period as, in some cases, parents/carers would be unable to provide proper supervision if their child was externally excluded. When a period of internal exclusion exceeding five days is required, the excluded student may be managed moved to another school within Mowbray Educationtrust.
5. Ab Kettleby Primary School never puts internally excluded pupils into isolation. internally excluded pupils are supervised at all times. The purpose is to continue learning, prevent a reoccurrence of the offending behaviour and to ensure reintegration when the period of internal exclusion is over.
6. Parents/carers will be informed of the duration of and reasons for an internal exclusion. They will be contacted by a member of the senior leadership team on the day that a decision to internally exclude is made and will receive either a phone call, letter or email along with a copy of this policy.

Parents/carers may be invited into school for a meeting to discuss the internal exclusion.

ROUTINE FOR PUPILS ON INTERNAL EXCLUSION

1. Pupils on internal exclusion should report to reception at the start of the school day. A designated member of staff will collect them and explain the protocol.
2. Pupils on internal exclusion eat their lunch at the internal exclusion venue.
3. Pupils on internal exclusion will be provided with work for each timetabled lesson on that day. This will be returned to their teacher and marked.
4. Pupils on internal exclusion will be dismissed at the end of the school day by a member of the senior leadership team.
5. A reintegration meeting will take place the following day with Parents/carers, pupil and a member of the senior leadership team. Depending on the Serious Pathway Phase, the pupil will receive subsequent monitoring for up to 10 days.

COMPLAINTS/CONCERNS REGARDING INTERNAL EXCLUSION

- In accordance with DfE guidance, there is no right of formal appeal for internal exclusions. This is because they do not result in missed education or the removal of a pupil from school premises.
- If you have a complaint or concern regarding a decision to internally exclude your son/daughter, contact the Head Teacher.

SERIOUS BEHAVIOUR

Behaviour displayed

- Unprovoked and deliberate physical harm to a pupil or staff member that results in a serious injury to them or their property.
- Deliberate and excessive damage to school property
- Deliberate, inappropriate sexual contact with staff or pupils
- Bullying
- Deliberately causing disorder
- Behaviour outside of school that is seemed to be serious and deliberate (3:4 Exclusion from maintained schools, academies and pupil referral units in England Statutory guidance for those with legal responsibilities in relation to exclusion)



Following calm down

- Timely (within 24 hrs) debrief with all members of staff present at incident and key members of staff to pupil (class teacher/TA if necessary)
- Triggers identified – feed into behaviour plan and update if necessary.



Phase 1

- Parent meeting before exclusion
- ½ day internal exclusion with SLT
- Re-integration meeting on return
- Restorative practice for pupil with an SLT member
- De-brief discussed with parents
- Subsequent 5-day monitoring

Phase 2

- Parent meeting before exclusion
- Full day internal exclusion with SLT
- Re-integration meeting on return
- Restorative practice for pupil with SLT
- De-brief discussed with parents
- Subsequent 5-day monitoring

Phase 3

- Parent meeting before exclusion
- Fixed term exclusion starting with 1 day increasing by 0.5 days for each subsequent incident.
- Re-integration meeting on return
- Restorative practice for pupil with SLT
- De-brief discussed with parents
- Subsequent 2-week monitoring
- Referral to Oakfield for Support at 10 total days of exclusion.

Phase 4

Following 15 total days of F/T exclusion

- Consultation with trust schools for alternative placement for a fixed period of time
- Consultation with Parents/Carer
- No Permanent exclusions can be made without consultation with the MET Behaviour and SEND Advisor