



ASPIRATIONS

Atlantic Academy

Suspension & Permanent Exclusion Policy

Version control	
August 2023	No changes

Date of next review:	September 2025	Owner:	S Hendrie/A Hill
Type of policy:	Academy	Approval level:	Principals

Principles

- The Academy is committed to providing optimum learning opportunities for all its students and to supporting this provision through all difficulties experienced by students.
- Any suspension or permanent exclusion in this context is a major decision and will be made within clear parameters.

Aims

- A minimum number of suspensions, whilst safeguarding the well-being of all and the education of other students.
- Understanding by all staff, students, parents and Governors of the Academy's commitment to its students and their learning potential.
- Understanding by all staff and Governors of the process and its seriousness.
- Agreed procedures available to parents and the Governing Body if necessary.

Legislation and statutory requirements

This policy is based on advice from the Department for Education (DfE) from:

[Behaviour and discipline in schools](#) (January 2016)

[Exclusions from maintained schools, academies and pupil referral units in England](#) (September 2017)

Practice

The Academy recognises that certain students, because of unacceptable behaviour, often spend a disproportionate amount of time in discipline, counselling and punishment. These students are worth persevering with and the Academy feels it can help these students if:

- We get full parental support as outlined in the Home School Agreement.
- We do not feel that continuing to provide a place for that student significantly disrupts the learning of others and the well-being of all the students
- The student does not persist in disruptive behaviour contrary to the Behaviour: Rewards and Sanctions Policy.
- The Academy will make full use of the student, parent and carer commitment as outlined in the Home School Agreement and the provisions in the Behaviour: Rewards and Sanctions Policy.
- The Academy does not suspend or permanently exclude a student unless it is absolutely necessary to do so and if there is no other viable alternative.
- This is in response to serious or continuous breaches of the Behaviour: Rewards and Sanctions Policy; or if allowing the student to stay would harm the education or welfare of other students or staff.
- The permanent exclusion of students will be the final sanction at the end of a long series of procedures, which are fully outlined in our Behaviour: Rewards and Sanctions Policy.

Types of suspension

Special behavioural provision

Secondary students can be placed in our Academy Behaviour for Excellence room (ABE) for a short period of time (most commonly a school day) where they receive expert support and get an opportunity to reflect on the behaviour that has led to them receiving sanctions.

The decision to place a student in this special behavioural provision will be taken in response to breaches of the Academy Behaviour: Rewards and Sanctions Policy, including persistent disruptive behaviour, failure to follow staff instructions or a situation whereby allowing the student to remain in mainstream classes the education or welfare of the student or other members of the community would be seriously harmed. There are specific actions or events that do automatically result in time in the ABE:

- Bringing school into disrepute
- Bullying & Cyber-bullying
- Drug or alcohol related incidents including possession, supply or use of drugs or alcohol on the academy site
- Internet abuse of another student (at home or in the Academy).
- Physical violence
- Plagiarism
- Racist or homophobic provocation.
- Rudeness to a member of staff
- Sexual Harassment / Sexual Assault
- Smoking on site or in possession of smoking paraphernalia
- Truancy – Students will be immediately placed into ABE

In every case, before making the decision to give a student some specialist behavioural support, a member of SLT will ensure that a thorough investigation has been carried out, including allowing the student to give his/her version of the events, seeking any witness statements and considering any evidence of provocation (racial, sexual or otherwise).

The Academy can and will place students into the ABE on the day of an offence whilst an investigation is carried out.

In all cases where serious misconduct has taken place and a student is to receive special behavioural support, parents/carers will be notified by the Behaviour Team.

Suspension:

The Principals have overall responsibility for suspensions, supported by the Vice and Assistant Principals. The Behaviour Team will organise for appropriate record keeping and completion of all relevant paperwork for suspensions. Heads of Faculty hold all other responsibilities related to suspensions including re-admission meetings.

Suspensions are only used for the most serious incidents where the Academy feels that they cannot maintain a safe and orderly learning environment. Following a suspension parents should attend a re-integration interview with the student where the issues are discussed and targets set for returning to the Academy.

Procedure for Suspension:

- The Behaviour Team collects all necessary documentation on the incident/s. This will include the referral, student statements and witness statements.
- After reviewing all documentation, the Behaviour Co-Ordinator will see the Principal.
- At this meeting the paperwork will be discussed. Any extra evidence will be asked for.
- If a suspension is to be considered, the Principal will recommend a suitable sanction.
- The Behaviour Team will phone the parents to notify them of the decision, and arrange a meeting if appropriate.
- The Behaviour Team will ensure that the appropriate form is completed for the student file, and a letter is provided to the parent.

The Reintegration Meeting

Re-integration interviews will be led by a member of the Behaviour Team. The tone of such meetings will be positive, however, in the event that a student fails to accept responsibility or set appropriate targets the reintegration meeting will be judged unsuccessful, the student sent home with the parent and the meeting rescheduled.

Interviewers must follow the agreed form for a re-integration. Targets set during the interview must be put on the report card.

Permanent Exclusion

A decision to exclude a child permanently is a serious one. It will usually be the final step in a process for dealing with disciplinary offences following a wide range of other strategies, which have been tried without success.

It is an acknowledgement by the Academy that it has exhausted all available strategies for dealing with a student. There will be exceptional circumstances where, in the Principals' judgement, it is appropriate to permanently exclude a child for a 'one off' offence.

A decision to permanently exclude a student would normally be taken in response to:

- Physical assault, verbal abuse or threatening behaviour against any student or adult
- Persistent, serious and on-going bullying, including e-bullying, racist, sexist or homophobic behaviour
- Sexual misconduct
- Drug or alcohol related incidents including possession, supply or use of drugs or alcohol on the academy site
- Theft from others, or of Academy property
- Persistent disruptive behaviour and persistent defiance
- The possession and/or use of any weapons (or any item which could be used as weapons or to cause harm)
- A malicious accusation against a member of staff
- Other breaches of the Code of Conduct or ethos of the Academy deemed to be serious enough to warrant this level of sanction.