

IRIS School Exclusion Policy

Effective Date: Sep 2025

Review Date: Sep 2026

1. Purpose

The purpose of this Exclusion Policy is to ensure that all students understand the circumstances under which exclusion from school may occur, to promote a positive school environment, and to ensure fair and consistent practice in accordance with the principles of respect, safety, and well-being.

2. Scope

This policy applies to all students enrolled in IRIS School Name. It covers all instances of exclusion, whether fixed-term or permanent, and includes actions taken by the school administration and its staff.

3. Definition of Exclusion

Exclusion is defined as the removal of a student from the school for a specific period or permanently due to serious breaches of the school's policies or rules.

4. Grounds for Exclusion

Exclusion may be considered for the following reasons:

- **Serious Misbehaviour:** Such as violent conduct, assault, or threatening behaviour towards staff or students.
- **Substance Abuse:** Possession, use, or distribution of illegal drugs or alcohol on school premises.
- **Disruption of Learning:** Persistent disruptive behaviour that negatively affects the learning of others.
- **Harassment or Bullying:** Serious or repeated incidents of bullying or harassment.
- **Vandalism:** Significant damage to school property or the property of others.
- **Theft:** Stealing or attempting to steal property from the school or individuals.
- **Serious breach of the school's Behaviour Policy:** Actions that contradict the expected standards of conduct.

5. Process of Exclusion

1. Investigation:

- An investigation will be conducted when a possible reason for exclusion arises. This will include statements from involved parties and witnesses.

2. Decision Making:

- The Headteacher/Principal will review evidence and determine whether exclusion is warranted based on the severity of the behaviour and previous disciplinary history.

3. Notification:

- Parents/guardians will be informed of the exclusion (either fixed-term or permanent) as soon as possible, confirming the reasons for the exclusion.
- A written notification will include details of the exclusion duration, reasons, and information on the right to appeal.

6. Duration of Exclusion

- **Fixed-Term Exclusion:** Up to a maximum of 5 days, depending on the severity of the misconduct.
- **Permanent Exclusion:** In cases of severe breaches, permanent exclusion may be imposed, subject to the appeals process.

7. Right to Appeal

Parents/guardians may appeal the exclusion decision within 10 days of receiving notification. Appeals should be made in writing and submitted to the headteacher. The process for appeals is as follows:

- A hearing will be arranged to discuss the appeal.
- Parents/guardians may bring a representative.
- A decision on the appeal will be provided in writing, outlining the reasons.

8. Reintegration

- Following a fixed-term exclusion, a reintegration meeting will be arranged before the student returns to school, involving parents/guardians, the student, and relevant staff to ensure support is in place.

9. Alternatives to Exclusion

- The school will, where possible, consider alternative measures such as restorative practices, internal exclusions, or support plans to address behaviour before opting for exclusion.

10. Monitoring and Review

This policy will be reviewed annually or as needed, based on legislative changes or feedback from the school community. Records of exclusions will be maintained and monitored for trends.

11. Contact Information

For further information regarding this policy, please contact: irischool@gmail.com