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1.0 INTRODUCTION

It is not usual practice to exclude at Jubilee School. We understand that the children placed at have complex needs often resulting in aggressive outbursts or extreme behaviours. The students may have difficulties socially and emotionally and it is our aim to support and help them through their problems.

Our core values are important, and we try to ensure we act after reflection rather than making decisions that are reactive.

Exclusions are taken very seriously and are always a last resort. Behind any decision the school will be thinking of the safety of the student, the risks they pose to others and the wellbeing of the whole school.

Implementation: It is the responsibility of line managers to ensure that staff members are aware of and understand this policy and any subsequent revisions.

Compliance: This policy complies with all relevant regulations and other legislation as detailed in the *Compliance with Regulations & Legislation Statement*.

2.0 WHAT HAPPENS WHEN YOUR CHILD IS EXCLUDED?

Jubilee School will let you know about an exclusion as soon as possible. They'll follow up with a letter telling you how long your child is excluded for and why.

Exclusions can start on the same day, but the school shouldn't make you collect your child straight away. The important thing is your child is safe and looked after.

Risk of prosecution if child is found in public place

For the first 5 school days of an exclusion, it's your responsibility to make sure your child isn't in a public place during normal school hours unless there is a good reason.

You might be prosecuted if your child is found in a public place when they're not supposed to be.

3.0 TYPES OF EXCLUSION

There are 2 kinds of exclusion - fixed period (suspended) and permanent (expelled).

Fixed period exclusion

A fixed period exclusion is where your child is temporarily removed from school. They can only be removed for up to 45 school days in one school year, even if they've changed school.

If a child has been excluded for a fixed period, Jubilee School will set and mark work for up to the first 5 school days.

If the exclusion is longer than 5 school days, the school must arrange suitable full-time education from the sixth school day, e.g. a home tutor.

Permanent exclusion

Permanent exclusion means your child is expelled. Local authority or social services must arrange full-time education from the sixth school day.

4.0 ALTERNATIVE EDUCATION AND EXCLUSION

Jubilee School or local authority must tell you about any alternative education they arrange.

Making a complaint

If alternative education isn't arranged within 5 days, or you're not happy with the education, you can complain to:

- Jubilee School for fixed period exclusions
- Local Authority for permanent exclusions

If you're not happy with the response, you can complain to the Department for Education (DfE).

You'll need to show that you followed the school or Local Authorities complaints procedure.