

## **EXCLUSION POLICY STATEMENT**

A pupil may be excluded from the school for behaviour which endangers the welfare of themselves or others either directly or by example.

Exclusions may be permanent or for a fixed period of no more than two weeks.

Actions, which will be dealt with in this most severe manner include:

- Smoking on the school premises.
- The use or possession of any illegal drug, legal substance with similar effect, or solvent.
- Unauthorised use or possession of alcohol.
- Inappropriate sexual behaviour.
- Bullying of other pupils.
- Wanton vandalism.
- Theft.
- Leaving a boarding house after lights out without permission.

If a pupil is excluded parents will be informed in writing.

The excluded pupil may appeal this decision to the Governing Body.

Any such appeal must be made by the pupil's parents or guardian in writing to the Chair of Governors, within one week of receipt of the letter notifying the parents or guardian of the exclusion.

The Chair of Governors will establish an Appeal Panel to consider the appeal. This Appeal Panel will consist of three members including two Governors and an independent person to act as Chair of the Panel.

The Appeal Panel will normally convene for a hearing within three weeks of the receipt of the letter requesting the appeal.

The parents or guardian may bring a representative to the meeting.

The Headmaster will not be a member of the Panel but will be asked to present the supporting facts and materials. All letters and documents relied on by the Headmaster shall be made available to the parents or guardian prior to the hearing.

The parents or guardian or their representative may ask questions of the Headmaster or may raise any relevant matter for the consideration of the Panel.

The Panel may call for any further information it requires.

No evidence or argument shall be presented to the Panel in the absence either of the parents or guardian or their representative, or in the absence of the Headmaster.

At the conclusion of the hearing, the Panel shall retire to consider what recommendation it may make.

The Panel may recommend:

1. The exclusion be confirmed
2. The exclusion is rescinded.
3. The exclusion be rescinded and replaced with an alternative sanction.

The recommendation shall be communicated to the Chair of Governors, the parents or guardian and the Headmaster.

**R J Bailey**  
**May 2011**