



SPRINGBOARD EDUCATION

DISCIPLINE & EXCLUSION POLICY

Review every 3 years

Updated July 2014

Updated July 2017

Updated July 2020

Updated February 2022

Review Date February 2025

Approved by:	Judy Packham	Date: 6 th February 2023
Last reviewed on:	February 2022	
Next review due by:	February 2025	

Rationale

Discipline at Springboard is directed towards maintaining a secure, happy, friendly and courteous environment in which young people are able to learn without distraction or interference.

All students at Springboard are expected to behave with common sense, consideration for others and display good manners at all times, both inside and outside the school.

Ultimately, we see the educational development of the child, both academic and social, as being a partnership between young people, parents and the school.

We operate a system of rewards for students which is aimed at positive encouragement but from time to time we may have to use various sanctions when a student's behaviour or attitude causes disharmony within our school community.

It is understood that all pupils who attend Springboard have difficulties in a school environment. These difficulties may lead to internal sanctions, including suspension.

Internal suspension

This may involve:

- Removal from the classroom or activity to enable other young people to learn undisturbed and in safety.
- Suspension from an activity, in which case an alternative will be offered.
- Delay in joining an activity until reparation or work is satisfactory.

Unless behaviour is extreme, warnings should be issued and the young person should be helped to understand which behaviours will be sanctioned. Any member of staff may recommend to SLT the suspension of a young person in this way. If necessary, the suspension may be discussed in the daily staff meeting to promote a consistent culture and approach. Internal suspension will have to be recorded.

Fixed term suspension

This may be recommended by any member of staff. The final decision will be taken by the most senior member of staff on site, and will generally be made at the end of day meeting. If in doubt, a Director should be consulted. The decision maker will inform the young person and parents or carers, make arrangements for any work to be set after the first 5 days and the arrangements and boundaries concerning young person's return to school.

Fixed term suspension can be for one or more fixed periods up to a maximum of 45 days in each academic year and will be recorded.

Following a fixed term suspension, they will have a meeting with Senior Leadership, to discuss the suspension, be reminded of the Springboard Values and may have to agree to a behaviour contract setting out our expectations, in order to remain on roll. The pupil may be required to undertake a Therapeutic Reintegration Day; a

personalised programme including sensory activities, sessions focussed on understanding behaviours, exploring triggers and reparation work.

If the student fails to conform whilst on a behaviour contract the Head teacher will issue a final warning to the young person's parents or carers who will be kept informed at all times. Permanent exclusion will then follow should there be further failure to comply, on the grounds that the education or safety of other young people would be prejudiced by retaining the young person in question on the school roll.

Permanent exclusion

It is recognised that pupils with Education & Health Care Plans are especially vulnerable to the impact of exclusion. Springboard will avoid permanent exclusion whenever possible.

Springboard will not exclude a pupil simply because we are unable to meet his/her/their needs.

However, this will be the likely course of action when a pupil has breached the school's values or behaviour expectations seriously or persistently, and/or were allowing the pupil to remain would risk serious harm to the education, welfare or safety of that pupil themselves, other pupils or staff.

Springboard believes that permanent exclusion is a proportionate response to incidents including but not limited to;

- In response to a serious incidence of theft, violence or causing danger to others.
- Incidents of serious bullying following previous recorded warnings and failure to abide by the anti-bullying procedure.
- In response to continual disruptive behaviour which would seriously harm the education or welfare of others in the school.
- In response to possession of any prohibited items these are: Knives or weapons, alcohol, illegal drugs, stolen items, fireworks, pornographic images, or any article a staff member reasonably suspects has been, or likely to be used to commit an offence, or cause personal injury to, or damage to property of, any person (including the pupil).
- In response to serious misbehaviour, repeated breaches of the Springboard Way, sexual violence, sexual harassment, racism, sexist, homophobic or discriminatory behaviour.
- Serious disagreement with or contravention of the school's policies on social inclusion, diversity or equality.
- Parents causing serious or repeated nuisance on school premises.

Permanent exclusions may be recommended by any member of staff. The final decision will be taken by the head teacher in consultation with the Directors and will generally be made following a full staff meeting. The head teacher will inform the parents or carers and placing authority in writing, offering a meeting for further discussion.

When permanently excluded, the “home” local authority takes responsibility for the pupil’s education. The school will arrange for work to be sent home for the first 6 days after the permanent exclusion meeting.

Following a further meeting, the school may decide to reinstate the pupil, withdraw the notice and take further responsibility for learning.