



LONGWORTH UNDENOMINATIONAL PRIMARY SCHOOL

POLICY DOCUMENT

Exclusion Policy

Policy No: LPS-14

Issue No: 09

Next Review Date: November 2026

Date: November 2025

At Longworth School we expect the highest standards of behaviour at all times. The Behaviour for Learning and Positive Relationship Policy outlines how we aim to achieve this through positive reinforcement, praise, role models, time out sanctions, our de-escalation policy and internal exclusions, where the child remains in school but not in their own classroom.

Suspensions (External exclusions)

Despite all our best efforts to avoid it, there are rare occasions on which the external exclusion of a child is the only safe option.

Such exclusion would only be carried out if a child behaved in a way that, in the opinion of the Head teacher or teacher in charge, threatened the **health and safety** of the child, other children, staff or members of the public.

In these circumstances the following options are available to the headteacher:

- fixed term exclusion: the child will be sent home for a fixed number of days
- permanent exclusion: the child is permanently excluded from the school

Suspension (Fixed Term Exclusions)

The Head teacher is allowed to exclude a pupil for up to 45 days in any academic year. However, individual exclusions will be for the shortest time necessary, because any exclusion makes it difficult for the pupil to reintegrate into the school. Ofsted evidence suggests that 1-3 days is usually enough to secure benefits without adverse educational consequences.

The reasons for fixed term exclusion are mainly:

- to make it clear to the pupil that a particular behaviour is unacceptable, because it affects not only the right of others to a safe and secure environment, but also interferes with the opportunities for learning.



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- to support school discipline and to act as a clear statement to all pupils that certain behaviour is unacceptable.
- to ensure that parents/carers know of the behaviour and are involved in rectifying it.

Permanent Exclusion

A permanent exclusion is a last resort and used only when previous fixed term exclusions have not proved effective in changing the behaviour, or when a one-off incident is so severe that the Head teacher judges there is no other safe option open to the school.

Parents' / Carers' rights to appeal against an external exclusion

Fixed term exclusions of 5 days or fewer in any one term are not open to appeal, though parents are entitled to make their views known to the Head and the Governing Body. The Governing Body will be sent a copy of the exclusion letter within 24 hours of every case of a fixed term exclusion.

Fixed term exclusions of over 5 days in any one term are open to appeal. The Governing Body will hear the appeal and may either uphold or overturn the exclusion.

A decision to exclude a child permanently from the school is never taken until the Head teacher has convened an urgent case review to which parents / carers and professionals will be invited. This review will consider whether any alternative to permanent exclusion exists. If the decision to exclude permanently is taken, an automatic appeal will be heard by a committee of the School's Governing Body delegated to adjudicate in such matters. The Governing Body has the power to confirm the exclusion or to reinstate the excluded pupil. A further appeal can be made to an independent panel should this appeal fail.

Whenever possible, parents / carers will be consulted by phone before any decision to exclude is made.



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Parents / carers will receive detailed advice on how to make their views known or to request an appeal hearing within one school day of the beginning of any fixed term or permanent exclusion.

The Governing Body of Longworth Primary School adopted this policy in November 2025 following consultation with staff and representatives of the recognised trade unions.

Change & approval

Details of Changes:

No Changes

Approval:

Approved by:	Signature:	Date:
Headteacher Neil Wilson		
Chair of Governors Jennifer Kirman		