

*Learning to make a positive difference in
God's world*

Pilgrims' Cross CE Aided Primary School



Exclusions Policy 2026-2027

Reviewed by	Headteacher	Authorised by	FGB
Last review	June 2025	Review Cycle	Annually
This review	June 2026		

Revision record

Revision No.	Date Issued	Prepared By	Approved	Comments
1	October 2025	JC	FGB	New policy
2	June 2026	JC	FGB	Guidance documents updated Change from 50 to max 45 school days per year for suspensions

Policy Development

This policy is written in line with 'Exclusion guidance for Hampshire Schools' (2025) and the guidance from the Department of Education's publication Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement (comes into force from 26 July 2026)

<https://www.gov.uk/government/publications/school-suspensions-and-permanent-exclusions> It also reflects our school value of **LOVE for ALL**.

Statement of intent

It is the policy of the Pilgrims' Cross CE Aided Primary School to follow the Revised Exclusions Guidance for Hampshire Schools as set out by Hampshire County Council, Inclusion Support Services.

At Pilgrims' Cross CE Aided Primary School we recognise that the decision to exclude a child from school is a serious one. Exclusions should only be given in response to serious breaches of the school's behaviour policy and/or if allowing the pupil to remain in school would seriously harm the education/welfare of the pupil or others in the school. In any case of exclusion, we must show **LOVE** and respect for all parties. Our focus will always be on the behaviour and what need is being communicating, whilst maintaining children's self-respect and self-esteem.

1. Aims

Our school aims to ensure that:

- The exclusions process is applied fairly and consistently
- The exclusions process is understood by governors, staff, parents and pupils
- Pupils in school are safe and happy
- Pupils do not become NEET (not in education, employment or training)

2. Legislation and statutory guidance

This policy is based on statutory guidance from the Department for Education: Suspension and permanent exclusion from maintained schools, academies and pupil referral units in

England, including pupil movement (comes into force from 26 July 2026)

<https://www.gov.uk/government/publications/school-suspensions-and-permanent-exclusions>

It is based on the following legislation, which outline schools' powers to exclude pupils:

- Section 52 of the Education Act 2002, as amended by the Education Act 2011
- The School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012

In addition, the policy is based on:

- Part 7, chapter 2 of the Education and Inspections Act 2006, which looks at parental responsibility for excluded pupils
- Section 579 of the Education Act 1996, which defines 'school day'
- The Education (Provision of Full-Time Education for Excluded Pupils) (England) Regulations 2007, as amended by The Education (Provision of Full-Time Education for Excluded Pupils) (England) (Amendment) Regulations 2014
- DFE Sanctions and Exclusions <https://www.gov.uk/school-behaviour-exclusions/exclusions>

3. The decision to exclude

Pilgrims' Cross CE Aided School is an inclusive school committed to guiding and supporting the children both academically and emotionally so ALL children can flourish.

Our Core School Values are:

- **LOVE**
- **COURAGE**
- **TRUST**

We are an inclusive school and start from the principle that a permanent exclusion **will be taken as a last resort**.

Reasons for Exclusion

A child will only be excluded when all other interventions have failed, and the child displays behaviour in such a way that the safety and wellbeing of others in the school are seriously affected.

These types of behaviour may include:

- Persistent disruptive behaviour and violation of the school's values or recognition charters (expectations).
- Bullying, including racist and homophobic abuse.
- Verbal abuse or threatening behaviour against another pupil or adult.
- Violent behaviour, including the physical assault of another pupil or adult.

- Damage to school or personal property belonging to any member of the school community.
- Theft.

The behaviour of a pupil outside school can be considered grounds for an exclusion if the behaviour is serious enough and if it is within the vicinity of the school (i.e. adjacent to the school grounds or paths leading to or from the school). This also includes behaviour that takes place online, such as through social networking sites, messaging apps or gaming sites.

Types of exclusions

There are two types of exclusion: suspensions and permanent. The former is limited to a total of 45 days in any one academic year for an individual pupil but not in any one establishment. Therefore, the receiving school, for pupils changing establishments mid-year, should be particularly vigilant about obtaining accurate information on any previous suspensions in that academic year.

Suspensions (previously known as fixed-period exclusions) are split, procedurally, into:

- suspensions of 5 days or less
- suspensions of between 5.5 and 15 days
- suspensions of 15.5 days and over.

Schools are responsible for the setting and giving feedback on work during the first 5 school days of a suspension. The set work should be available at the beginning of the exclusion and be appropriate for the pupil concerned. Some will not be able to manage to work independently, either with printed or IT based work, so will need additional clear guidelines and prompts. During this period, parents/carers are responsible for ensuring that their child is not present in a public place during normal school hours without reasonable justification, eg: a dental or medical appointment.

On the 6th day of a suspension or consecutive suspensions, schools must make arrangements to provide full-time education provision.

Permanent exclusion: The LA will be responsible for arranging suitable full-time education provision from the 6th school day of a permanent exclusion.

This policy should be read in conjunction with our behaviour policy and the anti-bullying policy.

For a permanent exclusion, if the pupil lives outside the LA in which the school is located, the headteacher will also immediately inform the pupil's 'home authority' of the exclusion and the reason(s) for it without delay.

4. The Headteacher's responsibilities

Only the headteacher, or acting headteacher, can exclude a pupil from school. A permanent exclusion will be taken as a last resort.

We are committed to following all statutory exclusions procedures to ensure that every child receives an education in a safe and loving environment.

A decision to exclude a pupil will be taken only:

- In response to serious or persistent breaches of the school's behaviour policy, **and**
- If allowing the pupil to remain in school would seriously harm the education or welfare of others

Before deciding whether to exclude a pupil, either permanently or for a suspension, the headteacher will:

- Consider all the relevant facts and evidence, including whether the incident(s) leading to the exclusion were provoked
- Allow the pupil to give their version of events
- Consider if the pupil has special educational needs disability (SEND)

Whenever the Headteacher excludes a pupil, they must, without delay, notify parents of the

period of the exclusion and the reasons for it. They must also, without delay, provide parents

with the following information in writing:

- The reason(s) for the exclusion.
- The period of a suspension or, for a permanent exclusion, the fact that it is permanent.
- Parents' right to make representations about the exclusion to the governing board and how the pupil may be involved in this.
- How any representations should be made.
- Where there is a legal requirement for the governing board to consider the exclusion, that parents have a right to attend a meeting, to be represented at that meeting (at their own expense) and to bring a friend.

The Headteacher must, without delay, notify the governing body and the local authority of:

- A permanent exclusion (including where a suspension is made permanent).
- Exclusions which would result in the pupil being excluded for more than five school days (or more than ten lunchtimes) in a term.
- Exclusions which would result in the pupil missing a public examination or national curriculum test.

For a permanent exclusion, if the pupil lives outside the LA in which the school is located, the headteacher will also immediately inform the pupil's 'home authority' of the exclusion and the reason(s) for it without delay.

The Headteacher will also notify parents by the end of the afternoon session on the day their child is excluded that for the first 5 school days of an exclusion, or until the start

date of any alternative provision where this is earlier, parents are legally required to ensure that their child is not present in a public place during school hours without a good reason. Parents may be given a fixed penalty notice or prosecuted if they fail to do this.

If alternative provision is being arranged, the following information will be included when notifying parents of an exclusion:

- The start date for any provision of full-time education that has been arranged.
- The start and finish times of any such provision, including the times for morning and afternoon sessions, where relevant.
- The address at which the provision will take place.
- Any information required by the pupil to identify the person they should report to on the first day.

Where this information on alternative provision is not reasonably ascertainable by the end of the afternoon session, it may be provided in a subsequent notice, but it will be provided no later than 48 hours before the provision is due to start. The only exception to this is where alternative provision is to be provided before the sixth day of an exclusion, in which case the information can be provided with less than 48 hours' notice with parents' consent.

5. The Governing board

The Governing Board is responsible for:

- Reviewing and approving the written statement of the school's vision and values for behavior.
- Reviewing this exclusion policy in conjunction with the headteacher.
- Monitoring the policy's effectiveness.
- Holding the headteacher to account for its implementation.

Responsibilities regarding exclusions are delegated to a committee on the governing board consisting of at least 3 governors. All meetings will be Clerked and minutes provided to all parties.

This committee on the governing board has a duty to consider the reinstatement of an excluded pupil.

Within 14 days of receipt of a request, the governing board will provide the secretary of state and LA with information about any exclusions in the last 12 months.

For a fixed-period exclusion of more than 5 school days, the governing body will arrange suitable full-time education for the pupil. This provision will begin no later than the sixth day of the exclusion.

6. Procedure

The school has adopted the Exclusions Guidance for Hampshire Schools including any updates or amendments made by Hampshire County Council from time to time.

Parents can find information about Exclusion from school on the Hampshire County Council website -

<https://www.hants.gov.uk/educationandlearning/educationinclusionservice/exclusion>

7. Monitoring arrangements

The Headteacher monitors the number of exclusions every term and reports back to the Governing Body. They also liaise with the local authority to ensure suitable full-time education for excluded pupils.

This policy will be reviewed by the Headteacher and Governing Board every year. At every review, the policy will be approved by the Governing Board.

8. Links with other policies

This exclusions policy should be read in conjunction with;

- Behaviour policy
- Anti-Bullying Policy
- SEND policy