



**WISEWOOD**  
NURSERY & PRIMARY SCHOOL

# Exclusion Policy

**Chair of Governors:** Katie Eyre  
**Head of School:** Claire Austin

**Next Review:** September 2026

## Formal Exclusions

At Wisewood Community we make every effort to ensure children are supported in school. For regular, serious or dangerous behaviour a child may be excluded. This sanction is the responsibility of the Headteacher, or if not on site, SLT. There are two types of exclusion: Fixed Term or Permanent. Extenuating circumstances will be considered when decisions are made regarding all forms of exclusions.

## Fixed Term Exclusions

For serious, extreme incidents, such as when a child has needed to be removed from their Class or for any behaviour that is deemed, in the judgement of the Headteacher, to be unacceptable, then a fixed term exclusion will likely be the result. This will normally be ½ - 5 days. In exceptional circumstances children could be excluded for up to 45 days in any one school year. Work will be provided for the child to complete at home and a Risk Assessment will be written or reviewed. Parents/carers will then be expected to attend a reintegration meeting in person, unless they specifically request to attend remotely.

The reintegration meeting is an essential component in addressing behaviour after a fixed-term exclusion. It enables the child, parent/carers and staff to discuss the behaviours displayed and identify learning strategies and interventions for support. The meeting will usually be at 9am on the child's first day back following the exclusion.

- Post exclusion interventions might include one or more of the following:
- Child placed on a reward-based report
- Restorative conversations with peers or staff
- Positive Emotional Behaviour Support Plan (PEBS)
- Referral to the Primary Inclusion Panel (PIP)
- Alternative Learning Provision to support the pupil's needs
- Advice sought from alternative provision and Primary Inclusion
- Referral to external agencies or In-school referral to the SENCO Team for a School Support Plan or My Plan
- Part-time Timetable (PEAP)

## At Risk of Permanent Exclusion Meeting

If behaviour does not improve a 'Governor Behaviour Meeting' is held with the Chair of Governors, Headteacher, SLT and parents. A further formal plan will be arranged, and further fixed term exclusions will be discussed as a consequence. It is essential that time is given for actions to be implemented and reviewed, including consistent communication with parent/carers and outside agencies.

The following may be included in the improvement plan:

- Referral to the Primary Inclusion Panel
- Advice sought from Alternative provision (Trust Inclusion Lead, outside agencies)  
Alternative Learning Provision to support the pupil's needs
- Part-time timetable (PEAP)
- Increased support from the Inclusion and SENCO Team

## Permanent Exclusion

If the Headteacher feels unable to allow the child to continue to attend the school, a permanent exclusion is seen as a holding action, pending the further investigation and direction of the Governing Body. In all cases of exclusion, the parents/carers must be informed in writing of the reason for the exclusion. The governors will be informed of a permanent exclusion without delay and meet within 15 school days to consider the exclusion.