Lightcliffe Academy

A member of Abbey Multi Academy Trust

## Lightcliffe Academy
## Policies & Procedures

# Exclusion Policy

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| **Approved on** | 1st September 2026 |
| **Approved by** | Local Governing Board |

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| **Last reviewed on** | 1st September 2026 |
| **Next review due** | 1st September 2027 |

In Partnership to
Educate, Nurture and Empower

Background: " Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England, including pupil movement: Statutory guidance for maintained schools, academies, and pupil referral units in England" (DFE, July 2026)

1. A decision to exclude a student will only be taken
   - In response to serious breaches of the academy's behaviour policy; and
   - If allowing the student to remain in the academy would seriously harm the education or welfare of the student or others in the academy

   Examples of serious breaches of the academy's behaviour policy are
   - Physical or verbal abuse against another student
   - Physical or verbal abuse against a member of staff
   - A series of incidents which affect the education of other students at the Academy (see scale 4 and above on school sanctions policy)

2. Only the Head of School/Executive Principal can suspend or exclude a student.

3. Fixed term suspensions will normally be from 1 to 5 days.

4. Students' behaviour outside academy business is subject to the academy's Behaviour Policy and will be dealt with as if it had taken place in the academy.
   For behaviour outside the academy but not on academy business, the Head of School/Executive Principal may suspend or exclude a student if there is a clear link between that behaviour and maintaining good discipline among the student body as a whole. This will be a matter for the Head of
   School/Executive Principal. Students' behaviour in the immediate vicinity of the academy, or on a journey to and from the academy can be grounds for suspension or exclusion.

5. A decision to exclude a student permanently is a serious one and will be the last resort. It will usually be the final step in a long process of dealing with persistently disruptive behaviour following a wide range of other strategies which have been tried without success. There will be circumstances, however, where the Head of School's/Executive Principal's judgement will be that it is necessary to permanently exclude a student for a first or "one off" offence.

   Examples of this type of behaviour would include:
   - Serious actual or threatened violence against another student or member of staff
   - Sexual abuse or assault

- Carrying or supplying any illegal drug or dangerous substance
- Carrying an offensive weapon (including replicas)

These examples are not exhaustive but indicate the severity of such offences and the fact that such behaviour can affect the discipline and wellbeing of the academy community (Academy Behaviour Policy).

6. If a student is suspended or permanently excluded, parents will be informed immediately. They will receive a full explanation of the incident(s) leading to the exclusion and will be informed of their rights. If a pupil has a social worker, or if a pupil is looked-after, the social worker and/or Virtual School Head, will also be notified immediately (as applicable).

7. The Chair of the Governors and Calderdale LA will be informed of all exclusions. The local authority will be informed regardless of whether it is a fixed-term suspension or permanent exclusion.

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| Signed Chair of Governors: | Date: 1st September 2026 |
| Print Name: Mr C Magee | |
| Signed Principal: J. Hackett | Date: 1st September 2026 |
| Print Name: Mrs J Hackett | |