



iBOS Exclusion Policy

The aims of our school are

- A school where teachers, staff, and students are expected to support and extend the atmosphere of respect, courtesy, the love of learning and the value of friendship that is held dear at iBOS.
- iBOS aims to develop students to become well-rounded individuals. We aim to empower our students with the best tools and resources, making them capable in following and achieving their dreams, to become valued members of our global societies, and to allow them to make a positive difference to the world, wherever they choose to progress to.
- Students leave iBOS prepared for university. They are confident, contributing and caring members of the global community and they have embraced the challenge of our specialised education. They will have gained the values that equip them to make a positive contribution

Responsibility of: The Principal

Date Ratified: 05 May 2023

Review Date: 05 May 2024

iBOS EXCLUSION POLICY

Introduction

Exclusion at iBOS is an absolute last resort and our exclusions criteria are detailed in this policy. Reference may be made from time to time to our online and behaviour policy which provides part of the framework for this policy. The principal will refer to the national guidance set out in the DfE statutory guidance as well as iBOS' codes of conduct. The exclusion and online behaviour policy will be constantly reviewed and developed.

Definitions of exclusion

There are two types of exclusion:

- Fixed Term
- Permanent Exclusion

Fixed-term exclusion – This means a student will be prohibited from participating in online sessions for a fixed number of days. Once the exclusion has finished, they will have full access rights restored.

Permanent Exclusion – This means a student will be permanently excluded from all sessions and all access and login details will be permanently disabled.

The decision to permanently exclude may only be taken by the Principal or in his/her absence, the Vice-Principal. Should it become necessary to permanently exclude a student, a full investigation surrounding the incident leading up to the exclusion will be conducted. We will refer to our online behaviour policy and consideration will be given to any behavioural problems which the school has been made aware of.

All evidence will be considered before the decision to exclude. The student and their parents will be given the opportunity to present their case before any decision is made.

If following the investigation, it is decided the allegations are upheld, at that point, the Principal may decide exclusion is the only course of action left.

Causes for exclusion

A student may be considered for exclusion should they be adjudged they have transgressed acceptable behaviours in the following areas (this list is not exhaustive):

- Cyber Bullying
- Aggression /Verbal abuse or threatening behaviour towards a pupil or an adult
- Continual refusal to correct the above behaviours
- Continual refusal to respect schools' codes of conduct
- Physical assault against a student or adult

iBOS will ensure that no student is discriminated against unfairly in either race, religion, sexual orientation, or other example of discrimination that may increase the likelihood of the student being excluded.

Options other than exclusion

Exclusion is always our last option and as such we will seek all other solutions which are workable and appropriate examples of which can be:

Restorative justice – Making the ‘culprit’ make good on the harm they have caused to the ‘victim’ - this allows all parties to express their thoughts on what has happened and how to avoid a reoccurrence.

Early Intervention – Analysts are watching the students for any signs of disruptive behaviour and will be ready to let the teacher know when a problem is developing. Additional support can then be introduced to defuse any potential situations before they get out of control.

Lengths of fixed-term exclusions

The principal has the power to decide on the length of the exclusion depending on the nature of the offence. Exclusions can be from one school day up to a maximum of 10 school days. After a fixed-term exclusion, parents will be required to speak to the principal via phone, email, or our online platform to discuss the child’s return to school. A plan to improve the student’s behaviour will be agreed upon between the parents, the principal and the class teachers.

Permanent exclusions

Permanent exclusion is used as a final resort. Various strategies and techniques to improve the student’s behaviour will have been exhausted before the decision to exclude has been made. If a student has been involved in an incident in which a member of staff or fellow student has been threatened, the school reserves the right to notify the police and recommend that a police investigation is launched.

Informing parents of the procedure for exclusion

The principal or vice-principal will contact the parents of the student who will be given a fixed-term exclusion. They will notify parents of the length of the exclusion - when it starts, and when the meeting will take place before the student is readmitted to school to discuss the child’s behaviour.

Parents will be advised how to:

- Make representations regarding appealing the exclusion
- Find out the grounds for the exclusion
- Be given dates of the exclusion

Notices of exclusion will be sent to parents by email and an acknowledgement of the email will be required.

The governing body will be immediately notified of any action taken against a student about a fixed-term exclusion.

Special notice will be brought to governors' attention should the exclusion mean, the student will miss any national exam.

Assembling a disciplinary committee for permanent exclusion of a student

The disciplinary committee consists of the governors, the Principal and the Vice-Principal. It will be assembled for consideration of all permanent exclusions and all fixed-term exclusions exceeding one school week.

Where can governors order the reinstatement of a student

The governing body can order the reinstatement of a student in the following circumstances:

- The fixed-term exclusion exceeds one school week
- The fixed-term exclusion would mean a student misses a national examination

What happens at a discipline committee meeting?

1. The parents of the student will be invited to the meeting (online)
2. Review all statements from teachers, the principal, the perpetrator and the victim and from the parents of the student to be excluded.
3. Identify any remedial steps to be taken
4. The governors will decide on the type of exclusion that is most appropriate.

If a decision is not reached on the day meeting, the parents will be informed when they should expect a written decision by normally no more than ten school days after the hearing.

The decision will explain clearly to the parents whether the student is to be reinstated or the complaint was upheld, and the exclusion remains in force.

Clear minutes will be taken at the meeting and these will be made available to all parties.

The outcome of the meeting will be noted in the student's educational record.

Actions following permanent exclusion

The student's name will be removed from the school register.

Parents have the right to request an independent review of the exclusion. Any such appeal must be made in writing within 15 days of the governing body's decision to exclude the student.

If an independent review panel is applied for this, it will be at the parent's expense.

The independent panel will be structured as below

- An independent chairperson who is not a member of the iBOS staff
- School governors with 12 months of consecutive service to the school

- Principal

All written statements will be re-examined, and all parties can be accompanied by a representative. Representatives can make written or oral representations to the panel.

The role of the panel is to review the governing body's decision and not to act in reinstating the excluded student.

The panel has the following options open to it:

- Uphold the original decision
- Overturn the original decision
- Request the governing body to examine the evidence again and reconsider the exclusion

No new reasons for exclusion may be presented by the school, however, if new evidence comes to light regarding the offence causing exclusion, this is admissible.

Once the panel has been convened no substitutions may be made. Following its review, the panel must notify all parties in writing without delay.

Quashing an exclusion

The appeals panel may direct the governing body to reconsider its decision. When a decision is made to reinstate the student, but the parents decline this offer, the governing body must comply with any direction of the panel to place a note on the student's educational record.

In the case of redirection order, the following must be notified in writing:

- The parents of the student
- The Principal of iBOS