



## **Exclusions Policy**

### **Introduction**

Al Madinah Online Secondary School is committed to providing a safe, supportive, and productive learning environment for all students. This Exclusions Policy outlines the circumstances under which a student may be excluded from the school, the processes that will be followed, and the rights of students and their families throughout the exclusion process. We aim to manage exclusions fairly and consistently, ensuring that they are used as a last resort after all other avenues have been explored.

### **Aims of the Policy**

- To provide a clear framework for the exclusion of students in cases of severe misconduct.
- To ensure that exclusions are only used when absolutely necessary and in accordance with the law.
- To ensure fair treatment of students, respecting their rights and dignity.
- To provide a process for students and their families to appeal exclusions.
- To support the reintegration of students who are excluded, where possible.

### **Types of Exclusion**

There are two main types of exclusion that may be applied:

- **Fixed-Term Exclusion:** A student is excluded from school for a set period of time. During this period, the student will not attend school but is expected to continue their learning remotely where possible. Fixed-term exclusions can vary in length, typically ranging from one to five days, depending on the severity of the incident.
- **Permanent Exclusion:** A permanent exclusion is a serious decision and may be implemented if the student's behaviour has had a significant, ongoing negative impact on the school community or if other disciplinary measures have failed to address the behaviour. This exclusion means the student is no longer allowed to attend Al Madinah Online Secondary School.

### **Grounds for Exclusion**

Exclusions may be considered for a range of serious incidents, including but not limited to:

- **Violent or Aggressive Behaviour:** Any form of physical violence or aggression towards staff, students, or other individuals.
- **Bullying or Harassment:** Including cyberbullying, racial or religious harassment, homophobic behaviour, or any form of bullying that causes harm or distress to others.
- **Substance Abuse:** The possession, use, or distribution of illegal substances, including alcohol, drugs, or tobacco.

- **Theft:** Stealing or attempting to steal property belonging to the school, staff, students, or others.
- **Disruptive or Defiant Behaviour:** Repeated and serious disruption to the learning environment or refusal to follow instructions from teachers and staff.
- **Damage to Property:** Intentional damage or destruction of school property or the property of others.
- **Serious Breaches of the School's Code of Conduct:** Any other serious misconduct that significantly disrupts the learning environment or the safety and well-being of the school community.

### **Procedures for Exclusion**

In the event of an incident that may result in exclusion, the following steps will be taken:

- **Investigation:** The school will conduct a thorough investigation into the incident, ensuring that the student's version of events is heard and considered. Relevant witnesses, including staff and students, will be interviewed, and any evidence, such as messages or videos, will be reviewed.
- **Internal Discussion:** The decision to exclude a student will be made by the headteacher or a senior member of staff, who will take into account the severity of the incident, the student's history of behaviour, and any previous warnings or disciplinary measures.
- **Parental Notification:** Parents or guardians will be notified immediately if their child is being excluded, and they will be provided with a written explanation of the reasons for the exclusion, the length of the exclusion (if applicable), and any work that should be completed during the exclusion.
- **Remote Learning:** During a fixed-term exclusion, the student will continue their education through remote learning. This will include access to learning materials, assignments, and support to ensure that the student does not fall behind academically.
- **Reintegration Plan:** In cases of fixed-term exclusions, the school will work with the student and their parents to prepare a reintegration plan, ensuring that the student can rejoin the school community and continue their education in a positive and productive manner.

### **Right to Appeal**

Parents or guardians have the right to appeal a decision of exclusion. The process for appeal is as follows:

- **Initial Discussion:** If a parent or guardian disagrees with the exclusion decision, they should first contact the headteacher or designated staff member to discuss the decision and any mitigating circumstances.
- **Formal Appeal:** If the issue is not resolved through informal discussion, a formal written appeal can be submitted to the school. This appeal will be reviewed by a panel consisting of senior members of staff or governors who were not involved in the initial decision.

- **Appeal Outcome:** The appeal panel will consider the case, hear from the parents and any relevant witnesses, and make a final decision. The outcome will be communicated to the parents in writing within a specified timeframe.

### **Support for Excluded Students**

During the exclusion period, the school will offer support to help the student reflect on their behaviour and work towards reintegration. This support may include:

- **Counselling or Pastoral Support:** If the exclusion is related to personal or emotional issues, the student may be offered counselling or other forms of support to address underlying causes of their behaviour.
- **Academic Support:** The student will be provided with remote learning materials to ensure that they continue their academic progress during the exclusion period.
- **Behavioural Intervention:** If appropriate, the student will be provided with strategies to address their behaviour, including working with staff on behaviour management plans.

### **Preventative Measures**

To reduce the need for exclusions and to promote positive behaviour, the school will implement proactive measures, including:

- **Positive Reinforcement:** Recognizing and rewarding good behaviour and academic achievements to foster a positive school culture.
- **Behavioural Expectations:** Clear and consistent communication of the school's expectations for behaviour and the consequences of not meeting those expectations.
- **Conflict Resolution:** Providing students with tools and strategies to resolve conflicts in a positive and constructive manner.
- **Engagement with Families:** Working with parents to ensure they are involved in the behavioural development of their child and that they understand the school's expectations.

### **Conclusion**

Exclusion is a serious measure and will only be used in cases where other disciplinary interventions have failed, or where the behaviour is so severe that exclusion is necessary to maintain a safe and effective learning environment. Al Madinah Online Secondary School strives to create an inclusive and supportive educational setting, and the Exclusions Policy reflects our commitment to fairness, consistency, and the well-being of all students.