



PCT Education Services  
Positive Progression for All

# Fixed-Term Exclusion and End of Placement Policy

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Next review date.	August 2022	
Approved by: Headteacher	Sally Alden	
Approved by: Governor	David Lloyd	

## **Introduction**

At PCT Education Services, our Fixed-term Exclusion Policy is written in accordance with our Behaviour Management Policy. Fixed-term exclusions are a very last resort. PCT Education Services' 'Values and Ethos' policy supports inclusion, not exclusion. However, from time to time, it is important to identify that for the benefit of all concerned, exclusion may be the only option.

Due to the nature of our students and the past history of exclusions from previous provisions, it is apparent that using exclusion alone as a behaviour management tool is not successful - and often a student is looking for a way out. Instead of exclusions, staff use positive reinforcement and restorative justice to address students' behaviour.

If a student puts themselves or others at risk, they may be asked to take time out and reflect on their behaviour. If appropriate, the students will take home a restorative justice form that they will fill in with their parent/carer. This time of exclusion will allow reflection. On returning to the school, the student and parent/carer will have a meeting with the Headteacher or Lead Teacher to discuss a way forward. Sometimes this might involve others and may need an apology from the students involved.

## **Fixed-Term Exclusions**

To support the management of students and to provide valuable life lessons, a fixed-term exclusion may be considered for a variety of reasons ranging from persistent classroom disruption and inappropriate language right up to a single extreme act of violence, endangering life, or of a sexual nature. It can be expected for us to try to deal with the persistent low-level disruption using other means and methods first, e.g. working apart from others in school, working one to one, or off-site.

Fixed-term exclusions will generally follow a pattern of 1 day, 3 days and 5 days. The severity of any incident (and therefore any investigation) may, however, override the strict following of this path.

All fixed-term exclusions will be followed by an action plan and the exclusion will be recorded on the student's behaviour log within their Living and Learning Plan.

## **Smoking in School**

PCT Education Services is a non-smoking environment, and we encourage our students to lead a healthy lifestyle. Students are supported in making positive choices and are educated about the effect smoking has on the body. We also acknowledge that smoking is illegal. It is illegal to smoke in a public building and it is illegal to smoke under the age of 16. If a student is persistently smoking on school grounds or in school time, parents will be informed, and there will be a one-day fixed-term exclusion enforced the following day - or parents will be asked to join their child in school for an anti-smoking lesson.

The Headteacher will be involved in all exclusion decisions and report all exclusions to governance. Longer-term exclusions of 5 or more days must have an investigation report completed.

**As an independent educational provider PCT Education does not issue permanent exclusions, however we may come to a decision to end a child's placement if we can no-longer meet that child's needs.**

PCT Education Services takes time within the referral process to gain as much information as possible. This information helps us identify if we are the right provision for that young person and if we can meet both their social and emotional needs alongside allowing all students the opportunity to maximise academic progression.

Therefore, we will be aware of individual needs and levels of support, making the success of the placement achievable. With this in mind, the likelihood of a placement breaking down is very slim but will be considered if the safety of the student, their peers or the staff cannot be guaranteed and therefore the placement can no longer meet that child's needs. This can be taken to mean persistent physical, sexual, or peer on peer abuse.

Before a permanent exclusion is considered, the school will use all the resources available to maintain that child's place. This could include an individual timetable, working one to one or in smaller groups, or working off-site in the community. We might change the curriculum and provide therapy or use outside professionals to support the provision. The school maintains a truly holistic approach; identifying all the individual needs of a child and working with all involved to progress that child in all areas of their lives. PCT Education Services has a strong parent/school contract. This helps to address the social and emotional skills that are needed.

The school works on the social and emotional gaps identified and helps parents set consistent boundaries so the child can move forward and access learning. Therefore, we want to break the cycle of exclusion by promoting parental involvement. If a parent is unwilling to work with our values and ethos and cannot support our school's policies and procedures, then a placement could break down.

Although PCT Education Services is specialised in supporting students with high levels of social and emotional needs, there may be a time when we are just not the right provision for that child at that time. This could be due to the safeguarding of that student, the staff team or other children. This decision is never taken lightly, and the school will always consult with that child's County Council and their parents before making a final decision. There will be an emergency EHCP review, where all concerned will plan a way forward. This provides the opportunity for the child their parents, the school, and local authority to have their voices heard.

After this, if the placement is then considered no longer appropriate because it cannot meet that child's needs, the school will give 28 days' notice and support that child's County Council in finding another placement.

There is a right to appeal to the Board of Governors. The Board of Governors will assess the case and if they agree with the decision to end the placement, the local authority is informed, and the decision is then final.

For further information, please refer to:

Safeguarding, Child Protection Policy  
Complaints Policy  
Anti-bullying Policy  
Peer on Peer Abuse Policy  
Behaviour Management Policy