



Exclusions Policy

1. **Suspension:** A pupil may be suspended from the College as a sanction following the result of a disciplinary investigation or whilst such an investigation takes place. Parents are informed as soon as reasonably practicable. The pupil will be accompanied and assisted by a pastoral member of staff.
 - a. Parents are informed as soon as reasonably practicable after it becomes clear that the pupil may face formal disciplinary action, for which the sanction would normally involve a suspension of eleven days or more, expulsion or required removal, and also to make arrangements for the pupil to be accompanied and assisted by a parent, education guardian or a teacher of the pupil's choice, when appropriate.
2. **Expulsion:** A pupil may be formally expelled from the College if it is proved on the balance of probabilities that the Pupil has committed a very grave breach of school discipline or a serious criminal offence. Expulsion is reserved for the most serious breaches. The Head shall act with procedural fairness in all such cases. The Head's decision shall be subject to a Governors Review if requested by a Parent. The Pupil shall remain away from school pending the outcome of the Review.
3. **Removal in other Circumstances:** Parents may be required, during or at the end of a term, to remove the Pupil, temporarily or permanently from the College, or from boarding, if, after consultation with a pupil and/or parent, the Head is of the opinion that by reason of the Pupil's conduct or progress, the Pupil is unwilling or unable to benefit sufficiently from the educational opportunities offered by the College, or if a parent has treated the College or members of its staff unreasonably. In these circumstances, Parents may be permitted to withdraw the Pupil as an alternative to removal being required. The Head shall act with procedural fairness in all such cases, and shall have regard to the interests of the Pupil and Parents as well as those of the College (see "Governors' Review" below).
4. **Leaving Status:** The expression "leaving status" has reference to whether the Pupil has been expelled, removed or withdrawn, and to the record which will be entered in to the Pupil's file as to the reason for leaving, and the Pupil's status as a leaver, and the transfer of the Pupil's work to another educational establishment and to the nature of the reference which will be given in respect of the Pupil, and also to the financial aspects of the Pupil's leaving. These and any other relevant matters of leaving status will be discussed by the Head with the Parents and, where appropriate with the Pupil, at the time of the Head's decision.
5. **Governors' Review:** Parents may ask for a Governors' Review of a decision to expel or require the removal of a pupil from the School or from boarding (but not a decision to suspend a pupil). The request must be made as soon as possible **and in any event within seven days of the decision being notified to the Parents**. Parents will be entitled to know the names of the Governors who make up the Review Panel and may ask for the appointment of an independent panel member nominated by the College and approved by the parent (approval not to be unreasonably withheld) and in any event within 72 hours of the decision being notified to the parents unless an agreement has been made to extend this period. In their application the parents must state the grounds on which they are asking for a review and the outcome which they seek. The clerk to the governors will consider the grounds and if these are sufficient for review he will convene a Review Panel. For the avoidance of doubt, mere disagreement with the decision of the Head will not of itself be a ground sufficient for a Governors' review.



6. **Review Procedure:** The Clerk to the Governors will advise the Parents of the procedure (current at that time) under which such a review will be conducted by a panel of up to three Governors (including an independent member if requested). If Parents request a Governors' Review, the Pupil will be suspended from College until the decision to expel or remove has been set aside or upheld. While suspended, the Pupil shall remain away from College and will have no right to enter school premises during that time without written permission from the Head.

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| Authorised by | The Head |
| Date | January 2021 |

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| Reviewed by | DHA |
| Date | December 2020 |

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| Effective date of policy | January 2021 |
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