



Exeter Cathedral School Policy



EXCLUSION

This policy applies to all children at ECS, including boarders and children in the EYFS.

In exceptional circumstances, The Headmaster may feel it necessary to permanently exclude a pupil. (Suspension is dealt with in P15)

Stage One

Should the Headmaster (or a properly designated deputy) feel that pupil exclusion may be necessary, the matter should be referred to The Chair (or in his absence The Vice-Chair) of Governors. (Should the child involved be a Chorister, the Canon Precentor should also be consulted.)

The reasons for exclusion and alternatives to exclusion will be considered.

Stage Two

If the Chair of Governors agrees that exclusion may be necessary, a Disciplinary Committee should be formed.

The Disciplinary Committee should consist of five members of the Governing Body (The Chair of Governors should not sit upon this committee). The Head, Assistant Head, Senior Designated Officer for Safeguarding and / or the School Chaplain may be asked to attend (at the discretion of the Chair).

Responsibilities of the Disciplinary Committee.

- to consider objectively all relevant information provided by the Head
- to consider written information provided by the parents of the child
- to decide whether or not the child is to be excluded.

The findings of the disciplinary committee should be communicated to the parents by the Chair.

Stage Three

Should the parents or guardians of the pupil wish to appeal against any decision to exclude, they should do so in writing (to The Chair of Governors) within 3 working days of the exclusion.

An Appeal Committee will be formed, consisting of: The Chair of Governors (or a nominated alternative Governor) and four other members of the Governing Body (none of these should have been involved in the Disciplinary Committee).

The Head, Assistant Head, Senior Designated Officer for Safeguarding and / or the School Chaplain may be asked to attend (at the discretion of the Chair).

The parents or guardians may make representation in writing or in person to the committee. If both parents are unable to attend, one parent may be accompanied by a supporting friend (who may not take any part in proceedings).

The Appeal Committee is responsible for objectively reviewing the decision taken by the Disciplinary Committee in the light of all information.

The decision reached by the Appeal Committee is final.

Throughout all of the above stages, the Headmaster may choose to suspend the pupil pending the final decision reached.

Reviewed by:

SLT Sept. 2013