

Trinity Academy Exclusion Sanction Guide

Scale & scope

This guidance is not intended to suggest that any form of adverse behaviour is acceptable – but is intended to inform investigation & response in proportion to the offence. It is also designed to promote consistency in the way members of the Senior Leadership Team respond. This chart must be considered in the context of the exclusion policy and in the context of academy practice as outlined in the internal and external exclusion guide.

All staff are reminded that **only the Headteacher can sanction exclusion**; **all** incidents must be investigated; **all** incidents require professional judgement.

Background Considerations	Scale 1	Scale 2	Scale 3
Intent & Outcome What was the act/incident? What was the intent? What was the outcome?	<ul style="list-style-type: none"> Accidental rather than deliberate 	<ul style="list-style-type: none"> Deliberate 	<ul style="list-style-type: none"> Vicious
	<ul style="list-style-type: none"> No intention to harm 	<ul style="list-style-type: none"> Causes harm 	<ul style="list-style-type: none"> Causes extreme distress or injury
	<ul style="list-style-type: none"> Behaviours may have caused upset – but not requiring first aid 	<ul style="list-style-type: none"> Basic first aid check or medical required 	<ul style="list-style-type: none"> Requires medical attention/treatment
	<ul style="list-style-type: none"> Loss of temper (not control) 	<ul style="list-style-type: none"> Momentary loss of control/temper 	<ul style="list-style-type: none"> Out of control or premeditated
	<ul style="list-style-type: none"> Picking on – first offence 	<ul style="list-style-type: none"> Repeated act – targeted 	<ul style="list-style-type: none"> Deliberately & viciously targets

	<ul style="list-style-type: none"> ▪ Inadvertent – not thinking 	<ul style="list-style-type: none"> ▪ Knowingly nasty 	<ul style="list-style-type: none"> ▪ Extreme & violent
	<ul style="list-style-type: none"> ▪ First offence/time 	<ul style="list-style-type: none"> ▪ Repeated act of same behaviour 	<ul style="list-style-type: none"> ▪ Repeated in spite of interventions
	<ul style="list-style-type: none"> ▪ Refusal & lack of co-operation 	<ul style="list-style-type: none"> ▪ Complete refusal – more than once 	<ul style="list-style-type: none"> ▪ Persistent challenge & disruption
	<ul style="list-style-type: none"> ▪ Completely inappropriate – but accepts consequence/correction 	<ul style="list-style-type: none"> ▪ Challenging – not accepting consequence 	<ul style="list-style-type: none"> ▪ Repeated acts of defiance; failure to amend behaviour in spite of warning & intervention
Potential sanction range	<ul style="list-style-type: none"> ▪ Dressing down & parental contact ▪ Mediation, restorative conversation with victim ▪ Internal Exclusion 1 day ▪ Internal Exclusion 1-2 days ▪ IE sanction to include/be followed by meeting with parents and reconciliation meeting with adult. 	<ul style="list-style-type: none"> ▪ Internal Exclusion - 2 days minimum ▪ External Exclusion on a range of 1-3 days maximum, more likely 1-2 days ▪ External Exclusion up to 5 days, particularly if it is a repeated act of external exclusion for the same offence ▪ IE sanction or external exclusion to include/be followed by meeting with parents and reconciliation meeting with adult or peer if appropriate 	<ul style="list-style-type: none"> ▪ 5 days external pending further investigation ▪ 5 + external ▪ 5+ external and 5x IE ▪ 10 + ▪ Permanent ▪ External exclusion to include/be followed by meeting with parents and reconciliation meeting with adult or peer if appropriate; consider governor involvement and other agencies as required; formal warning of risk of permanent where build up as opposed to extreme one off

Types of Behaviour

In line with the exclusions policy, behaviours that require investigation and sanction include:

- physical assault against a pupil
- verbal abuse/threatening behaviour against student
- bullying
- sexual misconduct
- damage
- persistent disruptive behaviour
- physical assault against an adult
- verbal abuse/threatening behaviour against an adult
- racist abuse
- drug and alcohol related
- theft
- weapons related

Within this, anti-social behaviours which may result in a permanent exclusion for a 'one off' serious offence include:

- serious actual or threatened violence against another pupil or a member of staff
- sexual abuse or assault
- supplying an illegal drug
- carrying an offensive weapon /knife