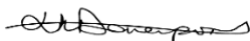







Ysgol Uwchradd
Prestatyn
High School

Internal Exclusion Policy and procedures

| Author | Date Adopted by Gov Body | Signed by Chair of Gov | Review Date |
|--------|-----------------------------|--|----------------|
| GJT | 25/9/19 |  | Sept 2020 |
| GPV | 23/9/2020 |  | Sept 2021 |
| GPV | 22/9/2021 |  | Sept 2022 |
| GPV | 21/9/2022 |  | Sept 2023 |

Overview of internal exclusion:

1. Internal exclusions are at the discretion of the school and do not qualify as legal or formal exclusions. The statutory guidance from the Welsh Government on exclusions does not apply to internal exclusions, because they do not impact on a pupil's education by removing them from school premises.
2. Internal Exclusion serves as a serious sanction directly below a Fixed Term External Exclusion but above minor sanctions such as a period of time spent in the Isolation Room or detention. Internal Exclusion is used to prevent pupils from engaging with the school community but without this impacting on their academic learning.
3. Internal exclusions are imposed for serious and/or persistent breaches of the Behaviour Policy of Prestatyn High School. Patterns of behaviour will also be taken into account. Although decisions to internally exclude a pupil will depend on the individual circumstances, examples of breaches of conduct that may result in internal exclusion are:
 - Physical violence/inciting physical violence;
 - Bullying;
 - Verbal abuse that is prejudiced (e.g. racist, homophobic or sexist) and/or foul mouthed in nature;
 - Refusing and/or failing the Isolation Room;
 - Verbal and/or physical abuse of staff;
 - Persistent truanting.
4. There is no statutory maximum period for internal exclusion. Internal exclusion is a less serious sanction than external exclusion. In most cases a period of internal exclusion will last between 1 to 5 days and will run until 4pm each day. Pupils will be given at least 24 hours notice to attend the after-school session but can do it on the day of exclusion if parents agree. Pupils refusing to stay after school, will remain in the internal exclusion room the next day.
5. Prestatyn High School never puts internally excluded students into isolation; internally excluded students are supervised at all times. At the heart of our policy is the aim to modify pupils' behaviour in order to enable them to make the maximum progress in school. An internal exclusion will enable pupils to continue learning, prevent a reoccurrence of the offending behaviour and to ensure reintegration when the period of internal exclusion is over.
6. After an internal exclusion we will work with pupils to carry out restorative work. This strategy is dependent on the cooperation of all parties involved in an incident/situation and will usually be used where one person has done something to upset or harm another. It can be helpful for the offender to redress the harm they have done and hopefully learn from the mistake. It can also provide closure for those who have been harmed.
7. Parents/carers will be informed of the duration of and reasons for an internal exclusion. They will be contacted by the relevant Head of Year on the day that a decision to internally exclude is made; and will receive a letter along outlining the reasons. Parents/carers will be invited into school for a meeting to discuss the internal exclusion with the relevant Head of Year.

8. Routine for pupils on internal exclusion:

- Pupils on internal exclusion should report to the Prestatyn High School Engagement Centre (E.C) for 09.00. In some cases a designated member of staff will bring the pupil to the E.C.
- Some pupils will be referred to the E.C. during the school day. If this is the case they will still be expected to make up the full day. For example a pupil arriving during P3 will not leave the internal exclusion until after break the following day.
- Upon arrival at the E.C. a designated member of staff will explain the protocols of the Engagement Centre
- Pupils on internal exclusion will be asked to hand over their mobile phone, which will be securely stored until the end of the day.
- Pupils on internal exclusion will not be entitled to go to the dinner at morning break and will need to bring food in if they wish to eat during break.
- Pupils on internal exclusion will receive their lunch from the school dinner which will be consumed at the internal exclusion area. Or pupils can bring their own packed lunch to be consumed at the E.C.
- Pupils on internal exclusion will be provided with work for each timetabled lesson on that day. This will be returned to their teachers and marked; or marked by their internal exclusion supervisor.
- Pupils who have failed their internal exclusion or parents/pupils refuse to engage in the internal exclusion may face the further sanction of external exclusion. Pupils will still then be expected to do their time in the internal exclusion room when they return.
- Pupils on internal exclusion will remain in school until 4pm.

9. Complaints/concerns regarding internal exclusion:

- In accordance with Welsh Government guidance, there is no right of formal appeal for internal exclusions. This is because they do not result in missed education or the removal of a student from school premises.
- If you have a complaint or concern regarding a decision to internally exclude your son/daughter, please follow the procedure detailed in the Prestatyn High School Complaints Policy (available on the school website).