



POLICY ON DISCIPLINE AND EXCLUSIONS

At Belmont Grosvenor School, we encourage the establishment of good teacher/pupil relationships and support for the school's values through a system of rewards and sanctions which are designed to promote a calm, disciplined learning environment. We aim to create and promote an environment in which pupils, parents and staff are treated fairly and with respect, and feel able to contribute to the best of their abilities. Members of staff at the school do not undertake any form of corporal punishment. Member of staff, in relation to the child concerned, means

- a) any person who works as a teacher at the school or other place at which education or pupil care is provided for the child, or
- b) any other person who (whether in connection with the provision of education for the child or otherwise)
 - i. works at that school or place of work where education or pupil care is being provided
 - ii. otherwise provides their services there (whether or not for payment), and has lawful control or charge of the child.

Our procedures for recognising achievement and good conduct are rooted within the ethos of the school. Our aim is to establish a happy, caring environment and to develop good working habits.

Our system of rewards includes

- Positive and supportive comments and verbal praise;
- Positive feedback policy;
- Golden Table for Prep;
- Weekly celebration of achievement assemblies for Pre Prep and Prep;
- Class sharing of individual achievements;
- House points

Aims

We aim to include, not exclude, and we approach all challenging and undesired behaviour in a supportive and positive way – as a chance to learn where practicably possible and when the safety of all can be ensured to the best of the school's ability. We recognise that such behaviour can sometimes be symptomatic of a real, deeper need for our support and understanding. All children can go through times of inappropriate behaviour, and we strive to never "give up" easily on a child as we recognise that each person has a unique contribution to make to school life and we want to support them to achieve this.

A decision to exclude a pupil, either for a fixed period or permanently, is seen as a last resort by the school. The physical and emotional health of our children and staff is our primary concern, and we therefore accept, that in some rare situations, exclusion may be necessary, if all other strategies have been reasonably exhausted at the discretion of the Headteacher.

The school is responsible for communicating to pupils, parents and staff its expectations of standards of conduct. A range of policies and procedures are in place to promote good behaviour and appropriate conduct.

See Behaviour, Rewards and Sanctions policy and Anti bullying policy

Sanctions for breaches of discipline that do not merit exclusion

When poor or undesired behaviour is identified sanctions are implemented in line with the Belmont Grosvenor's behaviour policy. We have a range of disciplinary measures which include:

- Look (teacher disapproval and disappointment);
- Reinforce rules;
- Restorative approach behaviour management;
- Withdrawal of time on favourite activities;
- 5 minute sanction (miss some of break time)

The teacher is responsible in the first instance for dealing with minor infringements, such as lateness, casual rudeness in class, poor organisation, late or poorly completed work. Additional work may be set, or the pupil may be required to re-do unsatisfactory work. Minor indiscipline in class or other minor misdemeanours are then reported to the pupil's form tutor. These are logged in CPOMS. Repetition of this behaviour will be reported to the Child Welfare Lead and may lead to parents being informed.

More serious misdemeanours are reported to the Child Welfare Lead and if deemed necessary the Headteacher. This will be recorded and entered onto the child's file and kept in a secure location by the Headteacher.

The Headteacher may suspend a pupil, for a period of up to one week for very serious indiscipline, or less serious offences, where repeated punishment has proved ineffective. If suspension is ineffective, the school may be forced to exclude the pupil, or to require him/her to leave the school under the procedure described below.

Suspension is the penultimate sanction. Permanent exclusion can thus result from an accumulation of offences for which suspension is appropriate or from a more serious single incident.

Belmont Grosvenor School does not have an absolutely fixed set of penalties. There are no automatic sanctions for set offences. The expression is always thus– "this is an offence for which suspension/ permanent exclusion will be considered".

Breaches of School Rules which merit exclusion

A non-exhaustive list of the types of behaviour that could merit permanent exclusion includes the following:

- Physical assault against pupils or adults;
- Verbal abuse/threatening behaviour against pupils or adults;
- Malicious accusations against a member of staff;
- Bullying; including through social media and other forms of cyber bullying;
- Abuse on grounds of race, religion/ belief, disability, Special Education Needs (etc.);
- Sexual misconduct; including in relation to indecent images;
- Coercion or coercive behaviour;
- Drug and alcohol misuse;
- Damage to property;
- Theft;
- Persistent disruptive behaviour; and
- Unreasonable or otherwise inappropriate parental behaviour.

No permanent exclusion or suspension (being internal or external) will be initiated without first exhausting other strategies or, in the case of a serious single incident, a thorough investigation. School will liaise with parents accordingly and keep them fully informed.

Date: Sept 2025

Review Date: Sept 2026

The Headteacher (after informing the Chair of Governors) will contact the parents before permanently excluding a pupil.
(If the Chair is unavailable, then the Headteacher must consult with two other members of the Board of Governors.)

Safeguarding

An exclusion will not be enforced if doing so may put the safety of the child at risk. In cases where parents will not comply by, for example, refusing to collect the child, the child's welfare is the priority. In this situation, depending on the reason for exclusion, the school may consider an internal exclusion until the end of the day.

Appeal

The school will always offer the right of appeal to any pupil excluded from the school. Any appeal against exclusion will be dealt with under Stage 3 of the school's Complaints Policy, and should be made in writing to the Headteacher within one week of the pupil's exclusion.

Breaches of discipline outside of the school grounds:

The school takes the conduct of its pupils outside of school grounds extremely seriously. A pupil's misbehaviour outside of school can be damaging to the reputation of both the pupil and the school. Where an incident is reported to the school of a pupil/s' poor behaviour outside of the school grounds and the incident has not been witnessed by school staff, the school will take an evidence-based approach and/or talk to witnesses before identifying further action and any sanctions required for such behaviour.

The school will report to the police any activity which it believes may amount to a criminal activity which takes place either within the school grounds or outside of its grounds.