



Name of School:
Committee/ Person(s) Responsible:

Earls Barton Primary School
Governors
Inclusion Lead
Governors/ staff/ website

Distribution :
Adopted date: 28.2.2022
Review date: 1.9.2024 (3-yearly)

Document Reviews

Version	Inclusion Governors	Adopted Full Govs	Comments	Initial
1.0			Policy introduced 2.2.2022	ML

Internal Exclusion (Isolation) policy and procedure

See also:

Exclusion Policy

Relationships and Behaviour Policy



OVERVIEW OF INTERNAL EXCLUSION

Internal exclusions are at the discretion of the school and do not qualify as legal or formal exclusions: the Department for Education's statutory guidance on exclusions legislation does not apply to internal exclusions, because they do not impact on a child's education by removing them from school premises.

Internal Exclusion serves as a serious sanction directly below a Fixed Term External Exclusion but above minor sanctions such as red cards and associated "time out". Internal Exclusion is used to prevent children from engaging with their class / friends in the school community but without this impacting on their academic learning.

Internal exclusions are imposed for serious and/or persistent breaches of our "Good to Be Green" behaviour system. Two direct red cards issued in one day will result in an Internal Exclusion (Isolation). Although decisions to internally exclude a student will depend on the individual circumstances and are at the discretion of the Headteacher, examples of breaches of conduct that may result in internal exclusion are:

Physical violence towards an adult

Aggressive language / swearing

Deliberately damaging school property/ furniture / rooms

Repeatedly refusing to follow an instruction, including to move to a safe space

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 for one school day

However, if the child does not engage in the work set or continues to receive additional red cards, the internal exclusion will be continued for a second day.



Parents/carers will be informed of the details and reasons for an internal exclusion. They will be contacted by the Inclusion Lead or other available member of the school's SLT on the day that a decision to internally exclude is made; and will receive a letter or email along with a copy of this policy. Parents/carers may be invited into school for a meeting to discuss the internal exclusion.

ROUTINE FOR CHILDREN ON INTERNAL EXCLUSION

- Children on internal exclusion should report to the main office / reception at the start of the school day. A designated member of staff will collect them and explain the protocol.
- Y6 children on internal exclusion will be asked to hand over their mobile phone, which will be securely stored until the end of the day – as per the usual school policy.
- Children on internal exclusion will be permitted to eat their morning snack and lunch as usual.
- They will be given time outdoors on the school playground during the morning and over lunchtime, but this will be in a separate playground / areas to their friends / year group.
- Children on internal exclusion will be given their lunch (school lunch or packed lunch) and will eat it, supervised, in the exclusion room.
- Children 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.
- Children on internal exclusion will normally be dismissed at the end of the school day.
- The next full day back in the classroom will begin with a short reintegration meeting at 8:40am for 5 minutes with the class teacher. The child should report to the school office for this.

COMPLAINTS/CONCERNS REGARDING INTERNAL EXCLUSION

In accordance with DfE 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 our Complaints Policy (available on the school website).



Appendix 1

Behaviour which is more serious than a red card or repeated red cards in one day

Red Level 3	Two red cards in one day OR one serious behaviour incident, possible examples below:	During isolation, the child will:
Repeated offences at Level 2	Will result in internal isolation for 1 day	Report to the school office and then go to the designated isolation room the first morning (not via usual classroom)
Using bad language	Deliberately hurting an adult	Work with a 1:1 adult known to them throughout the day
Taking things that don't belong	Aggressive language towards an adult/ swearing at an adult	Be expected to complete an achievable minimum amount of work as set by the class teacher
Bullying, including cyber-bullying, peer-on-peer abuse, prejudice and discriminatory bullying	Deliberately damaging school property / furniture / rooms	Have a morning break and a lunchtime break outside, away from their usual playground and friends
Racist or homophobic behaviour/language	Repeatedly refusing to comply with a given instruction, including moving to an agreed safe location	Be given the opportunity to use the toilet, have drinks and food as normal
Deliberately hurting another child		If behaviour and learning are not as per the normal rules / expectations, blue, yellow and red cards will be issued as per the normal system
Abusive behaviour		
Sexual Harassment (repeated or serious first offense)		

Red Level 3	Red+ Level 4	Following isolation
<i>Pupil to see BSW / SLT at lunchtime for a minimum of 20 minutes during playing time. Parents informed and invited in to school to discuss further strategies. x2 red cards in same half term =on report for a week to Class Teacher/Phase Manager. Repeated 'On report' if needed to DHT or HT. Parents informed and invited in to school.</i>	<i>Two straight red cards (i.e. not repeated yellows resulting in reds) in one day, issued at any time, will result in a one day internal exclusion the next day. Parents will be informed by telephone and a letter sent and added to the pupil's file. The internal exclusion will be formally recorded. If severe behaviour continues during isolation, then the school's fixed-term exclusion policy would be referred to and possibly utilised as a last resort</i>	<i>Reintegration meeting between child and class teacher at 8:40am on the first day back in class. (TA can cover the class) Incident(s) / isolation won't be referred to again. Every day is a fresh start. Work will be marked / treated as normal. At the earliest opportunity, the child will be praised for something good to rebuild relationships.</i>