



Vita et Pax
PREPARATORY SCHOOL

Vita et Pax Preparatory School
Established 1936

Exclusions Policy

Policy Originator	Head Teacher
Approved by	Governing Body
Date Approved	1 March 2026
Status	Statutory
Review Period	Annually (next: March 2027)

1. Introduction

Exclusion is a serious sanction used only when necessary to maintain safety, welfare and good order. This policy aligns with ISSRs 2014 and current DfE suspension and permanent exclusion guidance.

2. Aims

- Use exclusion only as a last resort.
- Set fair procedures for internal, fixed-term and permanent exclusion.
- Protect pupil and parent rights through transparent processes.

3. Types of Exclusion

- Internal exclusion: supervised removal from usual class.
- Fixed-term exclusion (suspension): time-limited removal with work set.
- Permanent exclusion: for serious or persistent breaches causing serious harm to safety/welfare.

4. Grounds and Procedure

Grounds may include assault, abuse, bullying, persistent disruption, damage, theft, sexual misconduct, substances, prohibited items or other serious safety risks. The Head Teacher investigates, hears pupil account, informs parents promptly in writing and records decisions.

5. Reviews and Support

Parents may make representations to the Governing Body. For permanent exclusion, a review panel considers procedural fairness, proportionality and representations. During exclusion, the school provides work, pastoral support and SEND consideration.

6. Recording, Equality and Related Policies

All exclusions are logged and reviewed termly for trends and fairness. Decisions comply with the Equality Act 2010, with reasonable adjustments for pupils with SEND.

Approved by: Governing Body of Vita et Pax Preparatory School

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