



English International School Baghdad (EISB)

Exclusion Policy

Approved by: Board of Governors

Date of Approval: 01/09/2025

Next Review Date: 01/09/2026

Responsible: Academic Director

1. Purpose

The purpose of this policy is to ensure that EISB maintains a safe, supportive, and respectful learning environment. The school is committed to the welfare and education of all students and will only consider exclusion as a last resort when all other strategies have been exhausted. This policy outlines the circumstances, procedures, and safeguards related to both **fixed-term** and **permanent exclusions** in line with our values.

2. Scope

This policy applies to all students at EISB, from the Early Years Foundation Stage (EYFS) to Key Stage 5 (KS5), and covers both on-site and off-site school activities.

3. Principles

- Every student has the right to learn in a safe, inclusive environment.
- Exclusion will only be used in cases of serious breaches of school rules, persistent disruptive behavior, or where the safety and well-being of others is at risk.
- The school follows a transparent, fair, and consistent process for exclusions, ensuring the principles of **natural justice** and **proportionality** are maintained.
- The welfare of the student is paramount; exclusion decisions will consider the student's age, developmental stage, and special educational needs.

4. Definitions

- **Fixed-term suspension:** A temporary exclusion from school for a specific period.
 - **Permanent exclusion:** The removal of a student from the school permanently.
 - **Internal suspension:** A temporary removal of a student from normal classes but remaining on the school site.
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5. Grounds for Exclusion

A student may be excluded for, but not limited to:

- Physical assault, verbal abuse, or threatening behavior toward staff or students.
- Bullying, harassment, or discrimination.
- Damage to school property or theft.
- Persistent disruptive behavior affecting the learning of others.
- Possession, use, or supply of illegal substances or prohibited items.
- Any act that places the safety or well-being of students or staff at risk.

6. Procedures for Fixed-Term Suspension

1. **Investigation:** The Head of School or designated senior leader investigates the incident, gathers evidence, and meets with the student.
2. **Notification:** Parents/guardians are informed in writing of the suspension, including:
 - Reason for exclusion
 - Duration
 - Right to appeal
 - Support available for the student
3. **Reintegration Meeting:** Before returning to school, the student, parents, and relevant staff meet to discuss reintegration strategies and expectations.
4. **Record-Keeping:** All exclusions are recorded in the student's file, including reasons, duration, and outcomes.

7. Procedures for Permanent Exclusion

1. **Investigation:** A thorough investigation is conducted, ensuring all evidence is considered.
2. **Meeting with Parents:** Parents/guardians are invited to a formal meeting to discuss the proposed permanent exclusion.
3. **Decision:** The Head of School, in consultation with the Academic Director, makes a final decision.
4. **Appeal:** Parents/guardians have the right to appeal the decision to the Board of governors.
5. **Documentation:** All decisions and supporting documentation are retained according to school policy

8. Safeguards and Support

- Students at risk of exclusion will be offered pastoral support and interventions.
- Alternative provision or individualized support plans may be considered.
- Students with **special educational needs or disabilities (SEND)** will have their needs fully considered in line with legal obligations and best practice.



9. Monitoring and Review

- The Head of School will report exclusions to the Academic Director.
 - Patterns or trends in exclusions will be analyzed to ensure fairness and consistency.
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