



PaWS Xtra Breakfast and After School Club

Suspensions and Exclusions Policy

PaWS Xtra will deal with negative and inappropriate behaviour by using constructive behaviour management techniques. We will involve staff, parents and children to tackle disruptive and challenging behaviour collectively.

We acknowledge that some children will require additional support in order to achieve acceptable levels of behaviour. Where we identify a child with these needs, we will work closely with the parents or carers to deal with the inappropriate behaviour in accordance with our Behaviour Management policy.

Where a child persistently behaves inappropriately, we will implement the following procedure:

1. A meeting will be arranged with the Club Co-ordinator and the parents/carers and child.
2. Staff will encourage the child to discuss their behaviour, to explain their actions and to identify strategies for avoiding such incidents in the future. An action plan will be drawn up and targets agreed. A date will be set to review these targets. Written confirmation of this meeting will be stored on file and a copy given to the parents/carers.
3. The agreed targets will be shared with all Club staff working with the child. The child's behaviour will continue to be monitored and communication with the parents will continue where appropriate.
4. A meeting will take place where the plan will be reviewed with the Club Co-Ordinator, parents/carers and child. In the unlikely event that the behaviour does not improve, the Club reserve the right to exclude the child from the club on a temporary or permanent basis.

We will only suspend or exclude a child from the Club as a last resort, when all other behaviour management strategies have failed, or if we feel that children or staff are at risk.

Suspensions and exclusions will be fair, consistent and appropriate to the behaviour concerned, and will take account of the child's age and maturity as well as any other factors relevant to the child's situation. If appropriate, we will seek advice from other agencies.

Temporary suspensions

Temporary suspensions will be applied in the following situations:

- Where agreed targets have failed to improve a child's persistent, challenging and unacceptable behaviour.
- Where one child's behaviour endangers the other children in the group by absorbing or distracting the supervising staff.
- Where a child's behaviour consistently affects the good feeling within the club.
- In cases of serious behaviour incidents, where the safety of the child, others or the environment is in immediate danger or where behaviour strategies have been unsuccessful and behaviour remains unacceptable
- In the event of an extremely serious or dangerous incident we will suspend a child with immediate effect. We will contact the parents and ask that the child be collected immediately.

Immediate suspensions require the Club Co-ordinator's agreement.

The Club may temporarily suspend the child for a period of up to 15 consecutive school days. If the Club takes this step, we will discuss our concerns with the parents/carers in order to work together to promote a more desirable pattern of behaviour in line with the Formal Meeting stage of the Club's behaviour management policy. This meeting will take place before the end of the suspension period in order to agree any conditions relating to the child's return to the Club.

Suspensions will be detailed in writing with a copy kept on file and sent to parents/carers.

Permanent exclusion

In exceptional circumstances, and only when all other attempts at behaviour management, as detailed in the club's Behaviour Management Policy, have failed, it may be necessary to permanently exclude a child from the setting.

If a child is excluded from the Club, the parents/carers will be given a verbal and written explanation of the issues and subsequent actions. The parent/carer has the right to appeal to the Head Teacher against the exclusion within 14 days of receiving written notification of the exclusion. The decision of the Head Teacher is final and no further appeal can be made.