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Embassy,02.01.2016

Exclusions Policy

There are two types of exclusion - temporary (fixed term, suspension), and permanent.

Reasons for exclusion from school

- Persistent and seriously disruptive behaviour;
- Persistent non-compliance with the school code of conduct and behaviour policy;
- The child's behaviour threatens the safety of others;
- The child is brought to school when suffering from contagious illness, or not removed from school on health/hygiene grounds after being so requested by the school;
- Bringing the school into disrepute either in school time or outside of school time
- Causing substantial physical damage to school property
- Violence towards teachers or pupils (including verbal and forms of bullying, racism, etc.)
- Breakdown or absence of cooperation between parents / guardians and the teacher in the matter of educational and didactic problem-solving

The Embassy International School is a private school and reserves the right to select which children may attend.

Exclusions process

The Head of School will inform parents in writing of any exclusion, its duration, and the reasons for exclusion immediately when the decision to exclude a child is taken.

Where feasible (cases of persistent disruptive behaviour), two written warnings that exclusion is a sanction that may be applied will be issued to the child concerned and to the parents/guardians of the child. In extreme cases this will be impossible and the Head of School has a right to exclude a child without prior warning, where there is reason to do so.

Parents have a right to meet with the Head of School to discuss the reasons for exclusion. This meeting will be minuted.

The Head of School has a right to annul/rescind an exclusion where this is deemed appropriate. In such cases, all records of the exclusion will be removed from the child's educational records.

Three temporary exclusions will automatically result in permanent exclusion unless the Head of School decides to except a child from this sanction.

As exclusion can be considered part of the learning process, fees will be due for the duration of any exclusion, except for permanent exclusions, in which case the contract for educational services will be terminated at the end of the calendar month in which the exclusion takes place.

A report of all exclusions will be kept in the child's education records.

Dr Lindsay Davidson,

Head of School Embassy International School

A handwritten signature in blue ink, appearing to be 'Lindsay Davidson', written in a cursive style.

Reviewed January 2017
(Next review July 2017)