Apollo After School Club

Exclusions Policy

Apollo After School Club 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 and keep parents informed of any inappropriate behaviour.

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

1. Give the child a formal warning; staff will explain why the behaviour is unacceptable along with the consequences of further incidents.
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.
3. The formal warning will be discussed with the child's parents, and all staff will

be notified. Staff will inform the manager if a child's behaviour warrants exclusion.

We will only exclude a child from the Club as a last resort and we feel that children or staff are at risk.

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 a child is excluded from the Club, the parents/carers will be given a verbal and written explanation of the issues and subsequent actions. They have the right to appeal to the manager against the exclusion within 14 days of receiving written notification of the exclusion.

This policy was updated and adopted by: **Apollo Youth Club**	Date: September 2026
To be reviewed: August 2027	Signed: Jackie Daniel, Chair