

Context

This policy describes the arrangements that St. Ebbe's School follows regarding the suspension or permanent exclusion of pupils. We recognise that permanent exclusion of any pupil is a very serious matter and always an act of last resort.

Our school will ensure that no permanent exclusion decision will be reached without fully exhausting working in partnership with parents, seeking Oxfordshire County Council advice drawing on their guidance and resources available, consideration of equalities matters including SEND and ethnicity, trauma informed mental health and well-being assessment. We will use the Early Help Assessment when concerns emerge prior to exclusion.

At St. Ebbe's, suspension may be used in response to a single serious breach of the school's behaviour policy, if allowing the pupil to remain in school would seriously harm the education or welfare of others. Where there are less serious but persistent breaches of the behaviour policy, suspension will only be used when all other avenues of support have been pursued.

For the purposes of exclusions, school day is defined as any day on which there is a school session.

Suspensions or exclusions can only be carried out by the headteacher or acting headteacher.

A **lunchtime suspension** is where a child is suspended from school premises for the duration of the lunchtime period

An **internal suspension** is where a child is temporarily removed from class but remains on the school premises in another class or supervised by a member of staff.

A **suspension** is where a child is temporarily removed from school. They can only be removed for up to 45 days in one school year, even if they've changed school.

Permanent exclusion means a child is expelled. The local council must arrange full-time education from the sixth school day.¹

Policy

The headteacher will:

- Use internal suspensions as an opportunity for restorative practice with the aim of changing behaviour patterns
- Inform parents if an internal suspension has been used and its purpose in changing behaviour patterns
- Consider all the relevant facts and such evidence as may be available to support the allegations made taking into account the school's SEND, Behaviour and Equal Opportunities policies and the need to apply those policies consistently
- Contact the Local Authority Exclusion and Reintegration Team for support should a child be at risk of permanent exclusion
- Consider all relevant facts and evidence including whether the incident leading to the exclusion were provoked
- Allow the pupil to give their version of events
- Consider if the pupil has special educational needs

¹ [School discipline and exclusions: Exclusions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/school-discipline-and-exclusions)



- Immediately provide information about the suspension in writing to the parents of a suspended child
- Ensure that work is set and marked by the school for the first five days of a fixed-term suspension
- Arrange suitable full-time education from the sixth school day, e.g. at a pupil referral unit
- Convene a re-integration meeting with the pupil and their parents prior to the return to school
- Evaluate the child's in-school provision to reduce the risk of further suspension
- Immediately inform the governing body of a permanent exclusion or a pupil who has been suspended for more than 5 days in a term
- **Notify the governing body of all suspensions**
- **Notify the LA, social workers and Virtual School (if relevant) of all suspensions without delay**
- **Notify parents without delay**

The Governors will:

- Delegate responsibility for permanent exclusions to a sub-committee including at least 3 governors
- Consider the reinstatement of a permanently excluded child
- Provide the Secretary of State for Education and the LA with information about any exclusions in the last 12 months, within 14 days of a request to reinstate

The Local Authority will:

- Arrange suitable full-time education for a pupil with a fixed-term suspension of more than 5 days, from the sixth day

Parents will:

- Ensure their child is not present in a public place for the period of the suspension
- Attend reintegration meetings

Parents are requested to:

- Attend meetings if their child has received an internal suspension
- Show support for the school's decision to exclude

Parents may:

- Challenge the decision to exclude on a permanent basis

How will we know it's working?

- The same child will not be repeatedly suspended

For more information ...

[School discipline and exclusions: Challenging exclusion - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

[Exclusions-guidance-final-2019.pdf \(nga.org.uk\)](http://nga.org.uk)

[School suspensions and expulsions - GOV.UK \(www.gov.uk\)](http://www.gov.uk)

[Section 52 of the Education Act 2002m as amended by the Education Act 2011](#)

[The School Discipline \(Pupil Exclusions and Reviews\) \(England\) Regulations 2012](#)

