

# 10 things you should know about School Exclusions



**1. A permanent exclusion** is when a child is expelled from school. The pupil is removed from the school roll and the local authority must arrange full-time education for the child from the sixth day. This is the most serious sanction a school can give a pupil and government guidance says it should only be used as a “last resort”.

**2. A suspension** is when a child is temporarily removed from school. A child can legally only be removed from school for up to 45 days a year.

**3. When headteachers suspend or permanently exclude** a pupil they must, without delay, notify parents. Legislative changes mean that if a pupil has a social worker, or if a pupil is looked-after, the headteacher must now, also without delay after their decision, notify the social worker and/or VSH, as applicable. When headteachers suspend or permanently exclude a pupil, they must also notify the local authority, without delay. Legislative changes mean that this must be done regardless of the length of a suspension

**4. Unofficial exclusions-** It is unlawful to exclude for a non-disciplinary reason. ‘Informal’ or ‘unofficial’ exclusions, such as sending a pupil home ‘to cool off’, are unlawful, regardless of whether they occur with the agreement of parents or carers. Any exclusion of a pupil, even for short periods of time, must be formally recorded.

**5. Parents and carers can appeal** if their child is facing permanent exclusion or fixed-term exclusions of longer than five days.

Grounds for why a parent might appeal include if they believe their child has been discriminated against because of their race, disability or other protected characteristic.

In the first instance, the exclusion will be reviewed by the governing body/academy trust.

**6. Independent Review Panel (IRP)** is held after a permanent exclusion if a parent lodges an appeal no later than the 15th school day after receipt of the decision letter from the governors meeting that considered the exclusion.

Following its review the panel can decide to:


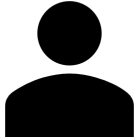
- Uphold the exclusion decision
- Recommend that the governing body reconsiders their decision
- Or quash the decision and direct that the governing body considers the exclusion

**7. If a permanent exclusion is confirmed**, the pupil's name should be removed from the school roll, on the school day, after the appeal panel's confirmation of permanent exclusion, on expiry of the time allowed for appeals to be made, if the pupil takes up a place elsewhere, or after the parent confirms in writing that they do not intend to appeal.

**8. A managed move** is an alternative to exclusion which a Head teacher might use in response to serious and/or persistent breaches of behaviour policy. These include managed moves to another school to enable the student to have a fresh start. Pupils suitable for a managed move are those who are vulnerable to educational failure and for whom it is even more important that any move of school/academy takes place quickly.

**9. Alternative provision/PRU-** pupils at risk of a permanent exclusion may benefit from a preventative place at the PRU. All requests are reviewed by the Inclusion Panel.

**10. If the young person is in the care of Northumberland**, you should contact the Northumberland Virtual School at via [eslac.info@northumberland.gov.uk](mailto:eslac.info@northumberland.gov.uk) or 01670 622779. In all circumstances you should contact the Virtual School at the earliest signs of difficulty and The Virtual School will work with you to discuss the young person's needs and how they can be met whilst preventing the need for a permanent exclusion. It is Northumberland's policy not to permanently exclude or use managed moves with looked after children.

	INCLUSION
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