



# Exclusion Policy 2021



At Hazel Grove Primary School we adopt Stockport's policy for exclusions.

More information about what may constitute a suspension or exclusion can be found in our Behaviour policy.

## 1. Suspension (formerly known as a Fixed period/term exclusion)

A fixed-period exclusion is the term used when a pupil is barred from the school for a fixed amount of time. Permanent exclusion is when a pupil is permanently barred from the school premises.

The Head Teacher (or most senior member of staff in the Head Teacher's absence) may decide to suspend a pupil from school for a fixed period in response to a breach or breaches of the school's behaviour policy.

When a suspension is issued the pupil is given a definite date to return to the school. A fixed period exclusion can be for a lunchtime period, or between half a day and 45 days in length, but a pupil cannot be excluded for more than 45 days in one academic year.

The Head Teacher or another member of staff must inform parents about the suspension without delay, and must also provide them with a letter advising of the length of the suspension and the reason for it. The letter will include information about how parents can make representations about the suspension and where to seek further advice.

### **During the suspension**

The school will set work for the suspended pupil to complete at home during the suspension. If the suspension is over 5 days in length, the school has a legal duty to arrange suitable full-time education from the sixth day of the suspension, which may be at another school. The arrangements will be notified to parents in writing.

Parents have a legal duty to ensure that their child is not present in a public place in school hours during days 1-5 of any suspension, without reasonable justification. Failure to ensure this may result in a fixed penalty notice or prosecution by the local authority.

### **Reintegration meeting**

The school may arrange a reintegration meeting following a suspension to discuss the pupil's behaviour in more detail with their parents. This may include discussion about additional support for the pupil.

## 2. Permanent exclusion

A permanent exclusion is the term used when a pupil is permanently barred from the school premises unless reinstated by the school's Governing Board as part of the review process.

The decision to permanently exclude a pupil from school must be made by the Head Teacher (or most senior member of staff in the Head Teacher's absence) and should only be taken in response to a serious breach or persistent breaches of the school's behaviour policy, and where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school.



A permanent exclusion would usually be issued in response to persistent disruptive behaviour where the Head Teacher concludes that all available support strategies have been tried without success, but can also be issued in response to one-off, serious incidents.

The Head Teacher must notify parents about the permanent exclusion without delay and must also provide them with a letter explaining the reasons for the exclusion. The letter will include information about how parents can make representations about the exclusion and where to seek further advice.

The Head Teacher will also inform the Governing Board of the school and the local authority in which the excluded pupil lives.

The Head Teacher should take account of any contributing factors and should give the pupil an opportunity to present their case before taking the decision to exclude.

### **Arrangements for education**

The school will set work for the excluded pupil to complete at home during days 1-5 of the permanent exclusion.

Stockport Council will provide education from the sixth day of the permanent exclusion for any Stockport residents who are permanently excluded from school. The Education Access Service will contact parents to guide them through the permanent exclusion process and advise them on arrangements for education.

## **3. Review procedures**

All permanent exclusions totalling more than 15 days in a term must be reviewed by the school's Governing Board Discipline Committee within 15 school days of the Governing Board being notified.

The Discipline Committee must meet at the request of the parent to review fixed period exclusions of between 5 and 15 days in length. In these circumstances the meeting should take place within 50 school days.

When reviewing exclusions, the Discipline Committee will consider the evidence and listen to the views of the Head Teacher and the parents, before deciding to either:

uphold the exclusion

or

reinstate the pupil

If reinstatement cannot be directed because the exclusion has ended and the pupil has returned to school, the Committee will still consider whether the Head Teacher's decision to exclude was justified based on the evidence.

Parents can request that the Discipline Committee meet to consider shorter exclusions of 5 days or less, however the Committee cannot direct reinstatement under these circumstances.

Where a permanent exclusion decision is upheld by the Discipline Committee, parents can then request that the decision not to reinstate their child in school is reviewed by an Independent Review Panel.



## 4. Independent Review Panel hearings following permanent exclusion

If the Discipline Committee decides not to reinstate a pupil following their permanent exclusion from school, parents have a right to request that the decision is reviewed by an independent review panel.

Parents may request an independent review panel hearing even if they did not attend or make a case to the Discipline Committee.

The Discipline Committee's decision letter will explain who parents should write to in order to request a hearing. The application for a review hearing must be made within the timescale sent out in the letter.

Parents are entitled to request a Special Educational Needs (SEN) expert to be appointed to attend the review hearing and give advice on how special educational needs might be relevant to their child's exclusion, regardless of whether the child has identified special educational needs.

The role of the independent review panel is to review the Discipline Committee's decision not to reinstate a child in school following a permanent exclusion. They must consider the circumstances of the exclusion and the interests and circumstances of the excluded pupil, and also have regard to the interests of other pupils and staff at the school. The panel can either:

- uphold the exclusion decision
- recommend that the governing Board reconsiders their decision
- quash the Governing Board's decision and direct that they consider the exclusion again

The review panel may only 'quash' the decision where it considers that it was unlawful, unreasonable or procedurally unfair.

**The independent review panel cannot overturn a permanent exclusion decision or direct that a child be reinstated in school; they can only recommend or direct the Governing Board to reconsider reinstatement.**

## 5. More information and contact details

You can find more information about exclusions from the Department for Education.

You can find information and advice for parents on the following websites:

[Child Law Advice](#)

[Advisory Centre for Education](#)

You can also contact the Education Access Service by calling 0161 474 3805 or emailing <mailto:eas@stockport.gov.uk>.