

This policy is effective for all schools within The Mead Educational Trust.

	3.0
	August 2023
	TMET
	Executive Team
	September 2023
	August 2026

3.0	Aug 2023	CBR	<p>Amendments in line with updates to DfE Suspension and Permanent Exclusion guidance which applies from 1 Sept 2023, specifically:</p> <ul style="list-style-type: none"> • 5 - updated wording for cancelling exclusions • 6.1.2 addition of right for SW/VSH to join exclusion panel meeting remotely • 7.1 wording updated to match DfE guidance • 7.2 addition of right to request remote panel meeting • 9 removed reference to LA organising IRP as TMET no longer buys into this service.
2.0	Aug 2022	CBR	<p>Amendments in line with DfE Suspension and Permanent Exclusion statutory guidance which applies from 1 Sept 2022, specifically:</p> <ul style="list-style-type: none"> • change in terminology from fixed term exclusions to suspension • Ability of principal to cancel a suspensio 53016 13.464 refifions t

Contents

1. Introduction	3
2. Definitions	3
3. Legislation and statutory guidance	3
4. The decision to suspend or permanently exclude	4
5. Cancelling suspensions or exclusions	4
6. Roles and responsibilities.....	4
7. Considering the reinstatement of a pupil	6
8. Removing a permanently excluded pupil's name from the school register	8
9. Independent review	8
10. Returning from a suspension	9
11. Monitoring arrangements.....	10
12. Links with other policies and documents.....	10

This policy is effective for all schools within The Mead Educational Trust (TMET).

TMET schools aim to ensure that:

- the suspension and permanent exclusion process is applied fairly and consistently;
- the suspension and permanent exclusion process is understood by academy councillors, staff, parents and pupils;
- pupils in school are safe and happy; and
- pupils do not become NEET (not in education, employment or training).

in TMET, this is the person who has the head teacher responsibilities for the school as set out in the DfE guidance on suspension and permanent exclusion. This may be the acting principal in the absence of the principal.

- where there is a legal requirement for the academy council to meet to consider the suspension or permanent exclusion, that parents have a right to attend a meeting, be represented at that meeting (at their own expense) and to bring a friend.

The principal will also notify parents by the end of the afternoon session on the day their child is suspended or permanently excluded that for the first 5 school days of

For all other suspensions, the principal will notify the academy council and Trust Central Team once a term via the data dashboard.

The LA will be informed without delay of all permanent exclusions and of all suspensions regardless of the length of the suspension.

For a permanent exclusion, if the pupil lives outside the LA area in which the school is located, the principal will also notify

- it is a suspension that alone, or in conjunction with previous suspensions, will take the pupil's total number of days out of school above 15 for a term;
- it would result in the pupil missing a public exam or national curriculum test.

Where a suspension or exclusion would result in a pupil missing a public exam or national curriculum test, the exclusions panel will take reasonable steps to meet before the date of the exam. If this is not practical, the chair of the academy council may consider the pupil's reinstatement alone.

If the suspension(s) take the pupil's total number of days out of school above five not more than 15 for the term, and the parents have made representations, the exclusions panel will consider within 50 school days of receiving the notice of suspension whether the suspended pupil should be reinstated. In the absence of any representations from the parents, the panel is not required to meet and cannot direct the reinstatement of the pupil.

If the suspension(s) does not take the pupil's total number of days or suspension to more than five in a term, the academy council must consider any representations made by parents, but it cannot direct reinstatement and is not required to arrange a meeting with parents.

Parents have the right to request an exclusion panel meeting to be held remotely but this should not be the default option. Parents should be given the option to request a remote meeting but should not be placed under any pressure to request this. They should be asked to consider whether they have the technology, internet access and appropriate space free of distractions to enable them to participate fully with a remote meeting. Holding a meeting remotely must only be done if the meeting can be held fairly and transparently.

Remote meetings can also be held in the case of extraordinary events or unforeseen circumstances such as flood, fire or outbreak of disease.

In reaching a decision, the exclusions panel will consider whether the exclusion was lawful, reasonable and procedurally fair and whether the principal followed their legal duties. When establishing the facts in relation to an exclusion, the panel will apply the civil standard of proof, i.e. the balance of probabilities.

The exclusions panel can either:

- decline to reinstate the pupil; or
- direct reinstatement of the pupil immediately or on a particular date.

A clerk will be appointed to the panel. Minutes will be taken of the meeting, and a record of evidence considered kept. The outcome will also be recorded on the pupil's record.

Where legally required to consider reinstating a suspended or permanently excluded pupil, The exclusions panel will notify the parents, principal, the LA worker and/or the VSH of its decision, and the reasons for its decision, in writing and without delay.

In the case of a where the exclusions panel decides not to reinstate the pupil, the notification will also include the following information:

- The fact that it is permanent.
- N (IRP), and:
 - a) the date by which an application for an independent review must be made;
 - b) the name and address to whom an application for a review should be submitted;
 - c) that any application should set out the grounds on which it is being made and that, where permanent exclusion;
 - d) that, regardless of whether the permanently excluded pupil has recognised SEN, parents have a right to require T

Where an excluded pupil is not attending alternative provision, Code E (Absent) will be used.

In the case of a _____ where the exclusions panel decides not to reinstate the pupil, parents have the right to ask for the decision to be reviewed by an independent review panel (IRP).

If parents apply for an independent review within the legal time frame, TMET will arrange for an independent panel to review the decision of the exclusions panel not to reinstate a permanently excluded pupil.

Applications for an independent review must be made within 15 school days of notice being given to the parents of the exclusions panel decision to not reinstate the pupil.

A panel of three members will be constituted representing each of the three categories below.

- A lay member to chair the panel who has not worked in any school in a paid capacity, disregarding any experience as a school governor or volunteer.
- A current or former school governor who has served as a governor in any of the three categories below.

implemented such as agreeing a behaviour contract, putting the [redacted] or internal isolation.

The principal monitors the number of exclusions every term and reports back to the academy council and Trust. They also liaise with the local authority to ensure suitable full-time education for excluded pupils.

This policy will be reviewed by TMET every three years.

This policy is linked to the school:

- Behaviour Policy
- SEND Policy
- SEN Report