



# Baines School

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The Governors of Baines School  
**Suspensions and Exclusions Policy**

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## **Introduction**

It is the policy of Baines School to try to deal with all behavioural issues in an active, positive way, employing a wide range of strategies, including those specifically designed to avoid such issues reaching the point of suspension. (See Behaviour Policy). The principal legislation to which this guidance relates is:

- The Education Act 2002, as amended by the Education Act 2011;
- The School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012;
- The Education and Inspections Act 2006; and
- The Education (Provision of Full-Time Education for Excluded Pupils) (England) Regulations 2007.

## **Core Principles**

(1) Suspension is a sanction used by the school only in cases deemed as serious breaches of the School Behaviour Policy. A student may be at risk of suspension from school for:

- Verbal or physical assault of a student or adult;
- Persistent and repetitive disruption of lessons and other students' learning;
- Extreme misbehaviour which is deemed outside the remit of the normal range of sanctions;
- Smoking or use of an e cigarette on school premises;
- Deliberate damage to school property;
- Bringing prohibited items into school such as illegal substances, drug paraphernalia, alcohol or items intended to be used as a weapon.
- Pupils may also be excluded for behaviour off site which is serious enough to warrant it.

We understand that pupils may experience high levels of emotional dysregulation linked with mental health/ additional needs. In these cases, pupils will be supported and assessed with appropriate action being taken. This could include pupils being returned home under the medical protocol.

Fixed Term Suspension from the school can only be authorised by the Headteacher or one of the SLT acting on their behalf. If none are available to authorise the suspension a decision should be deferred until the opportunity for authorisation is available.

In the case of a Permanent Exclusion, this can only be authorised by the Headteacher.

The school seeks to reduce the number of incidents leading to exclusions/suspensions by promoting a positive atmosphere of mutual respect and discipline within the school. The school regularly monitors the number of Fixed Term Suspension to ensure that no group of students is unfairly disadvantaged through their use and that any underlying needs of individuals are being fully met. School is responsible in providing full-time education from the 6th day of fixed term Suspension.

Should a pupil have in excess of 20 days suspension in one term then behaviour focussed meeting between the pupil, parent/carer, Headteacher and representatives from the Governor Behaviour Panel will be triggered. Should a pupil have in excess of 45 days of fixed term suspension over the course of an academic year, a permanent exclusion may be triggered.

### **Notification of a Suspension**

Parents will be notified as soon as possible of the decision to exclude/suspend a student and the reason for this. This will be done on the day of the suspension being authorised by either direct phone contact or a face-to-face meeting. A written confirmation of the reason(s) for the suspension will be sent to parents the same day.

A student who has been excluded/suspended will have the reason for his/her suspension explained to them by a member of staff so that they understand the nature of their misbehaviour.

The school will also work to put in place a programme for the pupil on his/her return. This will include input from staff at the school, parents, if appropriate, and any other appropriate bodies e.g. School Home Support

### **Students Returning from a Fixed Term Suspension**

All students returning from a Fixed Term Suspension are required to attend a reintegration meeting, accompanied by a parent/Carer/Appropriate adult if appropriate and useful. This meeting will seek to establish practical ways in which further suspension can be avoided and behaviour modified to acceptable standards in partnership between student, parent and school.

### **Permanent Exclusions**

A school will usually only permanently exclude a child as a last resort, after trying to improve the child's behaviour through other means. However, there are exceptional circumstances in which a Headteacher may decide to permanently exclude a pupil because of ongoing issues or even for a 'one-off' incident.

If your child has been permanently excluded, be aware that:

- The Governor Behaviour Panel is required to review the Headteacher's decision and parents may meet with them to explain their views on the exclusion
- The Governor Behaviour Panel confirms the exclusion, parents can appeal to an independent appeal panel organised by the local authority
- The school must explain in a letter how to lodge an appeal
- The local authority must provide full-time education from the sixth day of a permanent exclusion

### **Appeals**

All correspondence regarding a suspension from the school will inform parents of their right to appeal to the Governor Behaviour Panel against the decision to exclude. This procedure is clearly set out in the statutory guidance. The person who should be contacted to initiate an appeal is the Clerk to the Committee.

### **Relationship to other school policies**

The Suspension Policy should be read in tandem with the school's Behaviour Policy as well as other relevant school policies, particularly the Inclusion Policy, Special Educational Needs Policy and the Equality & Diversity Policy. It also has a close inter-relationship with the Anti-Bullying Policy and Attendance Policy.