

Exclusion and Suspension Policy

Our vision: Templars, a place where everyone belongs. A place where everyone is proud to belong. A school where everyone is welcomed, feels safe and strives to achieve their full potential.


Our mission: Every child, Every day, Every chance.

Our values: Care, Respect and Honesty.

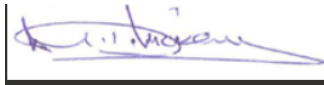
Document Control

<u>Item</u>	<u>Detail</u>
Policy Author	Helen Benarous/Headteacher
Policy Owner	Headteacher
Approval	Governing Board
Review Cycle	Annually
Next Review Due	July 2026 (or sooner if statutory guidance)

Signatures

<u>Role</u>	<u>Name</u>	<u>Signature</u>	<u>Date</u>
Headteacher	Helen Benarous		19.8.25

Chair of Governors Martin Vickery



Distribution

- Available on the school website
- Available from the school office on request
- Shared with staff on Sharepoint

Safeguarding

At Templars Primary School, safeguarding and child protection is paramount and we are fully committed to ensuring the welfare and safety of all our children. We believe that safeguarding is the responsibility of all the adults in the school community. We believe that pupils have a right to learn in a supportive, caring and safe environment which includes the right to protection from all types of abuse including bullying. All school staff are vigilant for signs of any pupil in distress and are confident about applying the processes to avert and alleviate any such problems. If any behaviour is a concern in relation to safeguarding Templars Primary School procedures and processes will be followed at all times in accordance with the Child Protection Policy. Any concerns will be referred to the Designated Safeguarding team who are identified on the noticeboard in the staffroom and on the website.

It is the policy of Templars' Primary 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 exclusion. (See Behaviour Policy).

1. Introduction

At Templars Primary School, we are committed to ensuring that all decisions regarding pupil suspension or permanent exclusion are lawful, reasonable, fair, and comply with statutory guidance. This policy is based on the Department for Education guidance 'Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England, including pupil movement' (Sept 2022, updated Jan 2023).

2. Aims

This policy aims to:

- Ensure a clear, fair, and consistent approach to suspensions and permanent exclusions.
- Set out the processes for decision-making, communication, and review.
- Ensure statutory duties are met, including those under the Equality Act 2010 and the Children and Families Act 2014.
- Promote early intervention and alternatives to suspension or exclusion where appropriate.

3. Authorisation

Only the Headteacher has the power to permanently exclude a pupil. The Headteacher, or in their absence a delegated senior leader, may suspend a pupil for a fixed period. All decisions will be made in line with statutory guidance and will be based on a thorough investigation.

4. Terminology

The term 'suspension' replaces the former term 'fixed-term exclusion'. This policy will use the term suspension throughout, with permanent exclusion reserved for the most serious cases.

5. Grounds for Suspension or Permanent Exclusion

Suspension or permanent exclusion may be used for:

- Serious breaches or persistent breaches of the school's behaviour policy.
- Where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others.

Permanent exclusion is a last resort and will only be considered when all other strategies have been exhausted or for a one-off serious incident.

6. Notification of Parents/Carers

Parents/carers will be notified immediately, usually by telephone, followed by written confirmation. Written notification will include:

- The reason(s) for the suspension or permanent exclusion.
- The length of suspension or, in the case of permanent exclusion, that it is permanent.
- The parent's right to make representations to the governing board and how to do so.
- Information about the right to attend and be represented at a meeting of the governing board.
- Information about the education provision that will be arranged for the pupil, including:
 - For suspensions of more than 5 days: arrangements for full-time education from day 6.
 - For permanent exclusions: LA duty to provide full-time education from day 6.
- Sources of impartial advice and guidance, such as the local SENDIASS or Coram Children's Legal Centre.

7. Pupil Voice

Before making a decision, the pupil will be given the opportunity to share their account of the events leading to the suspension or exclusion. This is in line with natural justice and statutory guidance.

8. Governing Board Duties

The governing board must consider reinstatement of a pupil if:

- The suspension would bring the pupil's total days of suspension to more than 15 in a term.
- The suspension is permanent.
- The suspension would bring the total to more than 5 days in a term and the parent requests a meeting.

The governing board must meet without delay to consider permanent exclusions and within 15 school days for other cases. They will consider the interests of the pupil, other pupils, and staff, alongside the Equality Act 2010 and SEND duties.

9. Equality and SEND Considerations

When making decisions about suspension or exclusion, the school will take into account its duties under the Equality Act 2010, including the duty to make reasonable adjustments for disabled pupils. The school will also have regard to the SEND Code of Practice.



10. Reintegration

Following a suspension, a reintegration meeting will be held with the pupil and parent/carer to support the pupil's return to school. The focus will be on supporting positive behaviour and preventing further issues.

11. Monitoring and Review

The governing board will monitor patterns of suspension and exclusion to ensure they are not discriminatory and that they comply with statutory duties. The policy will be reviewed every year to reflect any updates in statutory guidance.