

SUSPENSION AND PERMANENT EXCLUSIONS POLICY

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1. Statement of Intent

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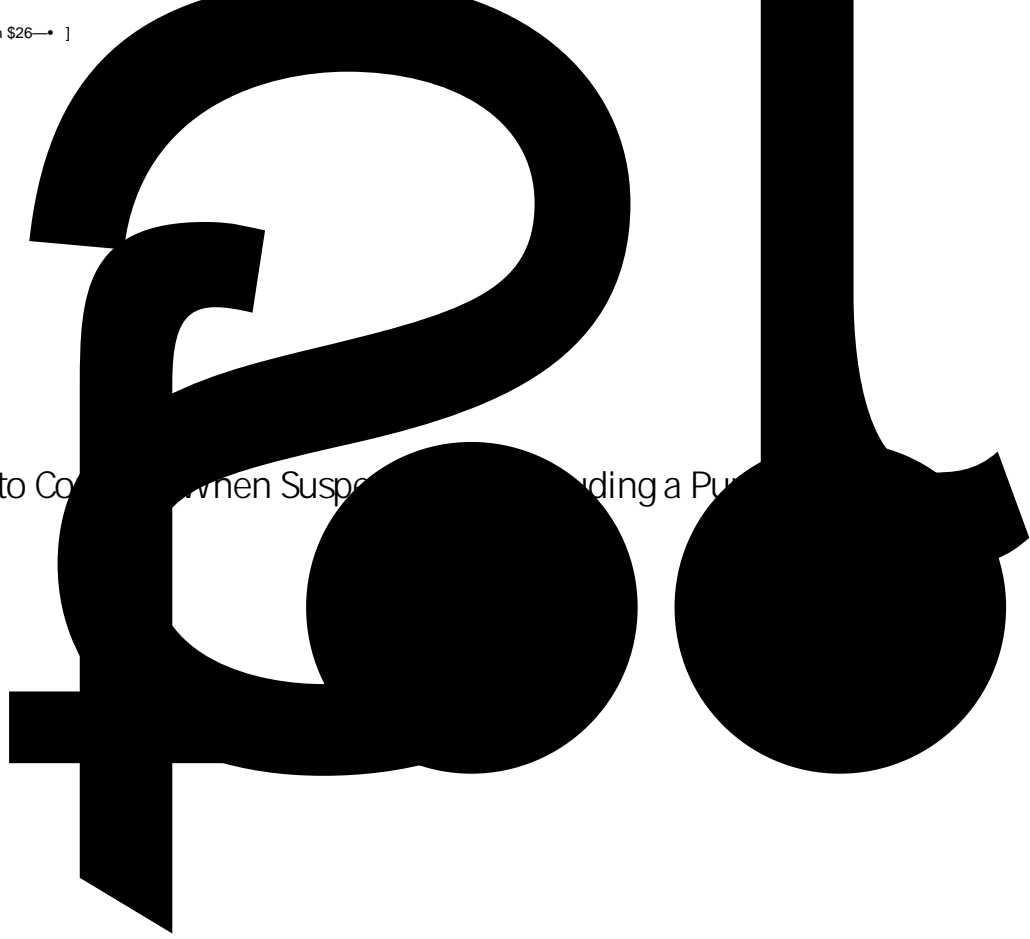
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6. Factors to Consider When Suspending a Participant



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9. Duty to Inform the LGC, LA & Trust

10. Duty to Inform Social Workers

11. Arranging Education for Suspended and Excluded Pupils

12. Considering Suspensions and Exclusions

16. Independent Review Panel

23. Monitoring and Review

Appendix A - Permanent Exclusion Pack Checklist

Section 1: Information about the Suspension

Section 2: Background Information

Section 3: Evidence relating to the permanent exclusion

Section 4: Evidence related to support offered

Section 5: Any other additional information that needs to be considered

Letter 1 - Fixed Term Suspension

To be used for a fixed term suspension of 5 days or less, where a public notice of suspension is required. If the pupil's total exclusion is 5 days or less, please use Letter 2

[Parent's/Carers Name]

[s]

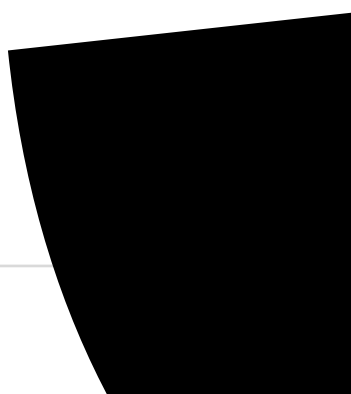
[date]

Name]
suspension]

[Pupil's Name]

[specify dates]

10



[Pupil's Name]



Letter Two - Fixed Term Suspension (6 - 15 days)

To be used for a fixed-term suspension of more than 5 schools days in one term, or where cumulative days excluded in the term are between 6 and 15 days in total. If the total days excluded in the terms totals more than 15 days please use Letter 3

[Parent's/carer's name]

[Pupil's Name]

U.S. District Court for the District of Columbia
Case No. 1:15-cv-01234-ABC
Section 3, I

[specify date — no later than 10 business days after the date on which the (GC)/LGC representatives were notified of this

[name] contact details — address, phone

[contact]

[and your child or pupil's name, specify the name

natively,

§



Letter Three - Fixed term Suspension (15 days plus

[and your child or pupil's name]
specify the name of another s

[alternatively,



Letter Four - Meeting Invitation (Suspension of 15 days plus)

Letter from the Clerk inviting p

Letter Five - Permanent Exclusion

Letter from the Headteacher/Principal notifying a Permanent Exclusion

[Parent's/Carers Name]

name of pupil

name of pupil

name of pupil

name of pupil

name of pupil

Time Time

name of pupil

Name of pupil

reason for exclusion

School / Academy

name of

pupil

name of pupil

name of pupil

THE
SCHOOL
Name



Name of PA

Telephone Number

email address

evief PA

i e C 1

name of pupil

Headteacher/Principal

Letter Six - Notification of Permanent Exclusion Panel Meeting

Letter from the Clerk for a permanent exclusion

(delete as appropriate)

[where considered relevant by the head teacher],

Letter Seven - Reinstatement

Letter from the Clerk informing parents/carers (Reinstatement)

Parent's/carer's Name

Letter Eight

Letter from the Clerk informing parents/carers (Upholding Permanent Exclusion)

Parent's/carer's name

Headteacher/Principal

school

date

name of pupil

name of pupil

The Appeals Clerk

The Appeals Clerk : include local arrangements here

(NB - Academies may choose to appoint their own Independent Review Panel)

an



(pupil's name)

(Specify details here)

Clerk to the LGC /LGC representative
