KENNET VALLEY PRIMARY SCHOOL

SUSPENSION AND PERMANENT EXCLUSION POLICY

Status:	Statutory Policy
Related Policies:	Behaviour Policy, Attendance Policy, SEND Policy, Safeguarding & Child Protection Policy
Approval Level:	Governing Body
Frequency of Review:	Annually
Next Review Date:	June 2027

1. Introduction

Kennet Valley Primary School is committed to providing a safe, inclusive and supportive environment in which all pupils can learn and thrive.

The school believes that positive relationships, clear expectations, consistency and early intervention are the most effective ways of promoting good behaviour and preventing exclusion.

The school aims to include rather than exclude wherever possible. We recognise that behaviour is often a form of communication and that children may experience social, emotional, mental health or special educational needs which impact upon their ability to regulate their behaviour successfully.

However, the school also has a duty to safeguard all pupils and staff and to ensure that learning can take place safely and effectively.

Suspension and permanent exclusion will therefore only be used where it is lawful, reasonable, proportionate and necessary.

This policy is based upon current Department for Education statutory guidance:

Suspension and Permanent Exclusion from Maintained Schools, Academies and Pupil Referral Units in England.

2. Principles

The school will:

- Promote positive behaviour through strong relationships and clear expectations.
- Use suspension only where necessary and proportionate.
- Consider individual circumstances carefully before any exclusion decision is made.
- Ensure decisions are lawful, rational, reasonable, fair and proportionate.
- Consider safeguarding implications in all cases.
- Work closely with parents, carers, external agencies and the Local Authority.
- Support successful reintegration following any suspension.
- Use permanent exclusion only as a last resort.

3. Legal Framework

Only the Headteacher (or Acting Headteacher in their absence) may suspend or permanently exclude a pupil.

A suspension or permanent exclusion may only be issued on disciplinary grounds.

The decision must be lawful, reasonable, fair and proportionate and must take account of all relevant circumstances.

4. Grounds for Suspension or Permanent Exclusion

A suspension or permanent exclusion may be considered where:

- There has been a serious breach of the school's Behaviour Policy.
- There have been persistent breaches of the Behaviour Policy despite support and intervention.
- Allowing the pupil to remain in school would seriously harm the education, welfare or safety of the pupil or others.

Examples may include:

- Physical assault against a pupil.
- Physical assault against an adult.
- Verbal abuse or threats towards pupils or adults.
- Bullying.
- Racist, discriminatory or prejudicial behaviour.
- Sexual misconduct.

- Sexual harassment or sexual violence.
- Significant damage to property.
- Theft.
- Misuse of illegal substances.
- Carrying a prohibited item or offensive weapon.
- Persistent disruptive behaviour.
- Behaviour which creates an ongoing safeguarding risk.
- Serious breaches of online safety expectations.

This list is not exhaustive.

5. SEND, SEMH and Vulnerable Pupils

The school recognises its duties under:

- The Equality Act 2010
- The Children and Families Act 2014
- The SEND Code of Practice

The school will make reasonable adjustments for pupils with identified or emerging SEND.

The school recognises that some pupils may experience difficulties with:

- emotional regulation
- communication
- sensory processing
- attachment
- trauma
- anxiety
- social understanding

These factors will always be considered before a suspension or permanent exclusion decision is made.

However, the presence of SEND, SEMH needs or a disability does not prevent suspension or permanent exclusion where:

- behaviour presents a serious or sustained risk;
- reasonable adjustments have been implemented;
- support has been provided;
- safeguarding concerns remain;

- the education, welfare or safety of others is significantly affected.

Decisions will always be made on an individual basis and will take account of:

- the pupil's needs;
- support already provided;
- professional advice;
- safeguarding considerations;
- the impact on staff and other pupils.

The school recognises that repeated physical assaults on staff or pupils may constitute a safeguarding concern. Where reasonable adjustments, support plans and de-escalation strategies have been exhausted and safety cannot be maintained reliably, suspension may be considered as a protective measure.

6. Preventative and Protective Measures

Before considering suspension, the school will normally have considered a range of supportive measures, which may include:

- reasonable adjustments;
- behaviour support plans;
- pastoral support plans;
- risk assessments;
- SEND support plans;
- Early Help involvement;
- involvement of external agencies;
- mentoring or nurture support;
- alternative provision;
- internal suspension;
- managed moves where appropriate.

Suspension remains a measure of last resort except where immediate action is required to protect the safety, welfare or education of others.

7. Alternative Supervised Provision

In some circumstances, a pupil may be required to work temporarily in an alternative supervised setting away from their usual class. This may be used:

- to maintain safety;

- to support emotional regulation;
- following a serious behaviour incident;
- while support plans or risk assessments are reviewed.

The pupil will continue to receive appropriate educational provision and adult supervision throughout this period.

Alternative supervised provision will be proportionate, time-limited and reviewed regularly. It will not be used as a substitute for formal suspension where a suspension would otherwise be appropriate.

8. Suspension

A suspension is a temporary exclusion from school for a fixed period.

Suspensions may be used:

- as a response to a serious incident;
- following repeated breaches of the Behaviour Policy;
- to allow time for risk assessment and support planning;
- where immediate safety concerns exist.

The school will:

- notify parents without delay;
- explain the reasons for the suspension;
- provide information regarding representation and appeal rights;
- provide work for the pupil during the first five school days.

A pupil may not be suspended for more than 45 school days in any one academic year.

The Local Authority will be informed of all suspensions in accordance with statutory guidance.

9. Lunchtime Suspensions

Where behaviour is confined to lunchtime periods, a pupil may be suspended from the school premises during lunchtime only.

For statistical purposes, each lunchtime suspension counts as half a school day.

Where pupils are entitled to free school meals, suitable arrangements will be made to ensure that entitlement is maintained.

10. Managed Moves

Where appropriate, the school may explore a managed move in partnership with parents, the Local Authority and another school.

Managed moves:

- are voluntary;
- require parental agreement;
- are not exclusions;
- may provide a positive alternative to permanent exclusion.

11. Permanent Exclusion

Permanent exclusion is the most serious sanction available to a school.

It will only be used where:

- serious breaches of discipline have occurred; or
- allowing the pupil to remain in school would seriously harm the education, welfare or safety of others.

Permanent exclusion will usually only be considered after a range of interventions and support strategies have been exhausted.

However, in exceptional circumstances, a single serious incident may justify permanent exclusion.

Examples may include:

- serious violence;
- serious threats;
- significant safeguarding concerns;
- possession or use of prohibited weapons;
- behaviour resulting in serious injury;
- behaviour creating a substantial risk of serious harm.

The Headteacher will consult with the Chair of Governors wherever possible before making a permanent exclusion decision.

12. Factors Considered Before Any Exclusion

Before making a decision, the Headteacher will consider:

- the evidence available;
- the pupil's account;
- witness statements;

- the seriousness of the incident;
- any provocation;
- safeguarding concerns;
- previous behaviour history;
- SEND and disability considerations;
- age and developmental stage;
- proportionality of the response;
- impact on staff and pupils;
- whether alternative measures are available.

Each case will be considered individually.

13. Reintegration Following Suspension

The school is committed to supporting successful reintegration following suspension.

A reintegration meeting will normally be held with:

- parents/carers;
- the pupil (where appropriate);
- relevant school staff.

The purpose of the meeting is to:

- rebuild relationships;
- identify support required;
- agree expectations moving forward;
- reduce the likelihood of further incidents.

The pupil will be supported to make a positive fresh start.

Where appropriate, a phased reintegration plan may be agreed with parents and relevant professionals. Any reduced timetable will be implemented in accordance with current DfE guidance, be time-limited, formally reviewed and used only where it is in the pupil's best interests.

14. Recording and Reporting

The school will:

- maintain accurate records of all suspensions and permanent exclusions;
- report exclusions to the Local Authority;
- report exclusions to the Governing Body as required;

- monitor exclusion data for trends and patterns;
- monitor the impact of exclusions on vulnerable groups.

15. Right to Make Representations

The Governing Body will carry out its statutory duties in relation to reviewing exclusions.

Parents will be provided with information regarding their rights to make representations and appeal exclusion decisions as required by statutory guidance. Information about independent sources of advice and support will be included within exclusion correspondence.

Parents may also seek independent advice from:

West Berkshire Council School Admissions and Exclusions Team

16. Monitoring and Review

The Governing Body will review this policy annually and will monitor:

- suspension rates;
- permanent exclusions;
- repeat suspensions;
- outcomes for vulnerable groups;
- equality implications.

The school remains committed to being:

- inclusive but not permissive;
- supportive but not unsafe;
- compassionate whilst maintaining high standards for all.