

Exclusions Policy

Goldsworth Primary School

Date policy agreed: March 2025

Date of next review: March 2026



At Goldsworth Primary School we work to educate and support the whole child. Our aim is to develop positive and supportive relationships for all children in the school. If a child is experiencing problems in managing their emotions and behaviour we will work with the parents and outside agencies to provide the best support for that child. Challenging behaviour can be an indication of unmet needs. When we have concerns about a pupil's behaviour, we will try to intervene early in order to reduce the need for further suspensions.

Types of School Exclusions:

Fixed Term Exclusion (Suspension):

These are short-term suspensions for a fixed number of days. The parents will be informed and given a letter explaining the process. There will be the opportunity for a reintegration meeting to discuss next steps.

Permanent Exclusions:

Permanent exclusion is the most serious sanction a school can give if a child does something that is against the school's behaviour policy or due to repeated fixed term exclusions. It means that the child is no longer allowed to attend the school pending the outcome of the exclusion process. Permanent exclusion should only be used as a last resort.

Suspension Process:

Suspensions will only be used as a last resort, in response to

- a serious breach or persistent breaches of the school's behaviour policy.
- circumstances where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in the school.

The behaviour of a pupil outside school can be considered grounds for a suspension if it impacts on other students in the school.

The Headteacher has the final say on a suspension but the senior leadership team may be part of this decision. A pupil may be suspended for one or more fixed periods-(up to a maximum of 45 school days in a single academic year), or permanently which is dependent on the severity of actions and the welfare of others and is at the discretion of the Headteacher. In reaching a decision to suspend we will consider any contributing factors and balance these with the behaviour shown. The decision to suspend a pupil must be lawful, reasonable and fair. Schools have a statutory duty not to discriminate against pupils on the basis of protected characteristics, such as disability or race; this does not mean that a child can't be suspended, just that all factors have been considered.

A suspension can be given in half day increments and the length of suspension can vary, depending on the severity of the behaviour. If a pupil is suspended, the parents will be notified immediately by telephone. They will be asked to attend the school to receive in writing relevant information and to collect their child. This will include the period of the suspension and the reason(s) for it. This will also be provided in writing with information regarding the parents' rights to appeal the decision.

If a suspended pupil is of compulsory school age we will also notify the pupil's parents of the days on which they must ensure that the pupil is not present in a public place at any time during school hours. Any parent who fails to comply with this duty without reasonable justification commits an offence and may be given a fixed penalty notice or be prosecuted.

Alternative Provision:

If alternative provision is being arranged, parents will be informed of:

- the start date for any provision of full-time education that has been arranged for the child during the exclusion;
- the start and finish times of any such provision, including the times for morning and afternoon sessions where relevant;
- the address at which the provision will take place; and
- any information required by the pupil to identify the person they should report to on the first day.

Parents' Right to dispute a suspension:

If a parent or carer disputes the suspension then they are able to ask the school's governing body to overturn the suspension if:

- the child has been suspended for more than 5 days
- the suspension means they'll miss a national curriculum test.

If the suspension is for 5 days or fewer, parents can still ask the governors to hear their views, but they are not able to overturn the Headteacher's decision.

Where parents dispute the decision of a governing board not to reinstate a permanently excluded pupil, they can ask for this decision to be reviewed by an independent review panel.

Useful documents:

[Surrey guidance](#)

[Government guidance](#)