

Leverton Church of England Academy



Suspension & Permanent Exclusion Policy

October 2025

Statement of Principles

At Leverton Church of England Academy, we are committed to creating a safe, inclusive and supportive learning environment where all pupils can succeed. Good behaviour is fundamental to effective teaching and learning and to the wellbeing of all members of the school community.

Suspensions and permanent exclusions are serious sanctions and will only be used when necessary, lawful, reasonable, fair and proportionate. The school will always seek to understand the underlying causes of behaviour and to provide support and intervention wherever possible before considering exclusion.

This policy has been developed in accordance with School suspensions and permanent exclusions, statutory guidance issued by the Department for Education and effective from 26 July 2026.

Legal Framework

This policy should be read alongside:

- School Behaviour Policy
- Safeguarding and Child Protection Policy
- SEND Policy and SEND Information Report
- Attendance Policy
- Equality Policy
- Anti-Bullying Policy

The policy is based on:

- School suspensions and permanent exclusions (July 2026) statutory guidance.
- Education Act 2002.
- Education and Inspections Act 2006.
- Equality Act 2010.
- Children and Families Act 2014.
- Relevant exclusion and governance regulations.

Aims

The aims of this policy are to:

- Promote positive behaviour and inclusion.
- Protect the education and welfare of all pupils and staff.
- Ensure exclusions are used only when necessary.
- Ensure lawful, fair and transparent decision-making.
- Support pupils to reintegrate successfully following suspension.
- Meet statutory duties regarding safeguarding, SEND and equalities.

Definitions

Suspension

A suspension is when a pupil is temporarily removed from school for disciplinary reasons.

A suspension can be:

- For part of a school day
- For one or more fixed periods
- For a cumulative number of days across the academic year

Permanent Exclusion

A permanent exclusion is when a pupil is removed permanently from the school roll because:

- Serious misconduct has occurred and/or
- Allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others

The Headteacher's Authority to Suspend or Permanently Exclude

Only the Headteacher, or in their absence a designated Acting Headteacher, may suspend or permanently exclude a pupil.

The Headteacher will ensure that any decision is:

- Lawful
- Reasonable
- Rational
- Fair
- Proportionate
- Consistent with statutory guidance

Each case will be considered individually.

Grounds for Suspension or Permanent Exclusion

Reasons may include, but are not limited to:

- Serious actual or threatened violence
- Physical assault on a pupil
- Physical assault on a member of staff
- Persistent disruptive behaviour
- Bullying or discriminatory behaviour
- Sexual harassment or sexual violence
- Bringing prohibited items into school
- Drug or alcohol-related incidents
- Serious misuse of technology
- Behaviour that threatens the safety or welfare of others
- Repeated breaches of the Behaviour Policy despite support & intervention

This list is not exhaustive.

Factors to be considered before exclusion

Before making the decision the Headteacher will consider:

Before making a decision, the Headteacher will consider:

- The seriousness of the incident.
- The circumstances surrounding the incident.
- The pupil's age and understanding.
- Previous behaviour records.
- The impact on victims.
- Whether the behaviour was a response to bullying, safeguarding concerns or unmet needs.
- Whether the pupil has SEND.
- Whether reasonable adjustments have been made.
- Whether there are underlying social, emotional or mental health needs.
- Any safeguarding considerations.
- Any known involvement of children's social care services.

Where appropriate, evidence may include:

- Witness statements.
- Staff records.
- CCTV evidence.
- Behaviour logs.
- Safeguarding records.

Pupils with SEND and Additional Vulnerabilities

The school recognises that pupils with SEND, social, emotional and mental health needs, looked-after children, previously looked-after children and children with a social worker may be disproportionately affected by exclusion.

Before excluding a pupil, the school will carefully consider:

- Any special educational needs.
- Any disability under the Equality Act 2010.
- Whether reasonable adjustments have been implemented.
- Existing support plans.
- The need for referral to external agencies.
- Whether an EHCP review is required.

The school will seek to identify and address underlying needs wherever possible.

The existence of SEND does not prevent suspension or permanent exclusion where the legal threshold is met, but these factors must be fully considered in the decision-making process.

Safeguarding Considerations

The welfare of children remains paramount.

Where behaviour concerns may be linked to:

- Abuse.

- Neglect.
- Exploitation.
- Mental health difficulties.
- Family circumstances.
- Criminal exploitation.
- Online harm.

Safeguarding procedures will be followed and external agencies involved where appropriate.

The school may, in rare circumstances, need to temporarily prevent attendance to ensure pupils are kept apart for safeguarding reasons. Such arrangements are distinct from disciplinary suspensions and will be managed in accordance with statutory guidance

Informing Parents, Governors and Other Agencies

The Headteacher will inform parents without delay when a suspension or permanent exclusion occurs.

The notification will include:

- The reason for the decision.
- The length of the suspension where applicable.
- Arrangements for education.
- Parents' rights to make representations.
- Information regarding governing board review procedures.
- Information regarding independent review rights where applicable.

The Local Authority will be informed in accordance with statutory requirements.

Work During Suspension

The school will provide work to be completed during the first five days of suspension.

Where required by law:

- Suitable full-time education will be arranged from the sixth school day.
- The school and Local Authority will fulfil their statutory responsibilities regarding alternative education provision

Reintegration Following Suspension

Following a suspension, the school will arrange a reintegration meeting whenever appropriate.

The purpose of the meeting is to:

- Review the incident.
- Identify support needs.
- Re-establish expectations.

- Agree strategies for future success.
- Reduce the risk of further suspensions.

A reintegration plan may include:

- Behaviour support.
- Pastoral support.
- SEND interventions.
- Counselling or mentoring.
- External agency involvement.
- Attendance support.

Parents and pupils will be encouraged to participate fully.

Governing Board Responsibilities

The Governing Board (or applicable Academy Committee) will fulfil all statutory responsibilities relating to suspensions and permanent exclusions.

This includes considering exclusions in circumstances required by law and ensuring decisions are:

- Fair.
- Lawful.
- Reasonable.
- Procedurally correct.

Meetings may be conducted remotely where permitted by statutory guidance and regulations.

Permanent Exclusions

Permanent exclusion will only be used:

- In response to a serious breach or persistent breaches of the school's behaviour policy; and
- Where allowing the pupil to remain in school would seriously harm the education or welfare of others.

The decision will always be treated as a last resort after appropriate support and interventions have been considered.

Independent Review Panel

Where a Governing Board upholds a permanent exclusion, parents may request an Independent Review Panel.

The Independent Review Panel may:

- Uphold the Governing Board's decision.
- Recommend reconsideration.
- Direct reconsideration in accordance with statutory regulations.

Parents may request the attendance of a SEND expert where eligible.

Equality and Non-Discrimination

All exclusion decisions will comply with the:

- Equality Act 2010
- Public Sector Equality Act
- Human Rights Act 1998

The school will monitor exclusion data to identify any disproportionate impact on protected groups and will take appropriate action where concerns are identified.

Monitoring and Evaluation

The Headteacher will report exclusion data to governors/trustees regularly, including:

- Number of suspensions.
- Number of permanently excluded pupils.
- Repeat suspensions.
- Exclusions by year group.
- Exclusions involving pupils with SEND.
- Exclusions involving disadvantaged pupils and other vulnerable groups.

The Governing Board will use this information to evaluate:

- Behaviour provision.
- Inclusion practices.
- Equality implications.
- Effectiveness of interventions.

Policy Review

This policy will be reviewed annually or in line with changes to guidance.