



Rainbow Education Multi Academy Trust

Suspension and Exclusion Policy

School:	REMAT
Approval Date:	January 2026
Review Date:	November 2026

It is the policy of The Rainbow Education Multi-Academy Trust 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 and relationships Policy).

PURPOSE OF THIS POLICY

This policy is designed to briefly outline the Trust's approach to exclusions within the statutory framework as defined in the *The School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012*. https://assets.publishing.service.gov.uk/media/66be0d92c32366481ca4918a/Suspensions_and_permanent_exclusions_guidance.pdf It outlines only where the Trust applies its own additional guidance and policies, which complement and reinforce the statutory guidance ^[1] for purposes of clarity in the day-to-day operation of the school.

PRINCIPLES

Suspension and exclusion is a sanction used by the school only in cases deemed as serious breaches of the Trust Behaviour Policy. A pupil may be at risk of suspension or exclusion from school for:

- verbal or physical assault of a child or adult;
- persistent and repetitive disruption of lessons and other children's learning;
- extreme misbehaviour which is deemed outside the remit of the normal range of sanctions.
- Other reasons deemed appropriate by the headteacher

A suspension from the school can be authorised by the Executive Headteacher or Headteacher/Head of School or one of the Senior Leaders acting on their behalf and under their direction. If none are available to authorise the exclusion, a decision should be deferred until the opportunity for authorisation is available.

In the case of a Permanent Exclusion this can only be authorised by the Executive Headteacher or Headteacher and must only be done after consulting the Chair of Local Academy Council and the CEO of the intention to impose this sanction, although the final decision rests with the Executive Headteacher or Headteacher/Head of school.

The Rainbow Education Multi-Academy Trust seeks to reduce the number of incidents leading to suspension and exclusion by promoting a positive atmosphere of mutual respect and discipline within the school.

The Trust regularly monitors the number of suspensions to ensure that no group of children are unfairly disadvantaged through their use and that any underlying needs of individuals are being fully met.

NOTIFICATION OF AN SUSPENSION

Parents will be notified as soon as possible of the decision to suspend or exclude a child and the reason for this. This will be done on the day of the suspension being authorised by either direct phone contact or a face-to-face meeting. A written confirmation of the reason(s) for the exclusion will be sent to parents the same day, where this is not possible parents and carers will be informed why.

In the case of a Permanent Exclusion, parents will be notified by the Executive Headteacher or Headteacher/Head of School in a face-to-face meeting.

A child who has been suspended will have the reason for his/her suspension explained to them by a member of staff so that they understand the nature of their misbehaviour and reasons for the suspension.

^[1] *School suspensions and permanent exclusions: Guidance on the suspension and permanent exclusion of pupils from local-authority-maintained schools, academies and pupil referral units.*

<https://www.gov.uk/government/publications/school-exclusion>

The Trust will also work to put in place a programme for the pupil on his/her return. This will include input from staff at the school, parents/carers (if appropriate) and any other appropriate bodies e.g. School Home Support Practitioner, Attendance Service or the Local Authority. Should it be decided for whatever reason that the matter needs to be put in the hands of another agency (i.e. the incident leads to the discovery that there is a child protection issue) the school will continue to monitor the situation and work closely with that agency. It is hoped that in most cases following an exclusion, the child will be able to return to school and that further input will promote in him/her a more positive attitude and a subsequent improvement in behaviour.

The Chair of Local Academy Council, Director of School Improvement and CEO and relevant school staff will be notified of all suspensions on the same day as the production of the suspension / exclusion letter, which they will receive a copy of; it will clearly outline the reasons for the exclusion.

Schools are required to notify the Local Authority of any suspensions issued.

In addition, for pupils with a social worker, cared for by the Council or those with an Educational Health Care Plan (EHCP) school should notify the social worker, Virtual School or SEND Casework Officer at the earliest opportunity when there are concerns regarding behaviour and a pupil is at risk of suspension or is permanently excluded

Schools are also required to notify the Local Authority of the outcome of any governors review or independent panel convened with regards to a permanent exclusion, as this may impact the Local Authority's duty to provide education to the pupil and the Local Authority's statutory duty to provide the DfE with specific data relating to the exclusion review process.

Summary of statutory guidance and responsibilities for schools:

It is important that during a suspension, pupils still receive their education. Headteachers should take steps to ensure that work is set and marked for pupils during the first five school days of a suspension and a permanent exclusion. For a suspension of more than five school days, the governing board must

arrange suitable full-time education for any pupil of compulsory school age. This provision is commonly called alternative provision and must begin no later than the sixth school day of the suspension. Where a child receives consecutive suspensions, these are regarded as a cumulative period of suspension for the purposes of this duty. This means that if a child has more than five consecutive school days of suspension, then education must be arranged for the sixth school day of suspension, regardless of whether this is because of one decision to suspend the pupil for the full period or multiple decisions to suspend the pupil for several periods in a row. Whilst the statutory duty on governing boards (LACs) is to arrange full-time education from the sixth day of a suspension, there is an obvious benefit to the pupil in starting this provision as soon as possible. In the case of a looked-after child or child with a social worker, the school and the Council should work together to arrange alternative provision from the first day following the suspension or permanent exclusion. Where it is not possible, or not appropriate, to arrange alternative provision during the first five school days of a suspension the school should take reasonable steps to set and mark work for the pupil. Online pathways such as Google Classroom or Oak Academy can be used but schools should ensure that the work set is accessible and achievable by the pupil outside school.

CHILDREN RETURNING FROM A SUSPENSION

All children returning from a suspension are required to attend a reintegration meeting, accompanied by a parent/carer. This meeting will seek to establish practical ways in which further suspension can be avoided and behaviour modified to acceptable standards in partnership between child, parent/ carer and school.

PERMANENT EXCLUSIONS

A school will only permanently exclude a pupil as a last resort. An Executive Headteacher, headteacher, or acting headteacher or head of school if so appointed, will only take a decision to permanently exclude a pupil:

- 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 the pupil or others such as staff or pupils in the school.

If your child has been permanently excluded, be aware that:

- the school's Local Academy Council is required to review the decision to exclude, and you may meet with them to explain your views on the exclusion;
- if the Local Academy Council confirms the exclusion, you can appeal to an independent appeal panel organised by the local authority;
- the school must explain in a letter how to lodge an appeal; and
- the local authority must provide full-time education from the sixth day of a permanent exclusion.

APPEALS

All correspondence regarding a suspension from the school will inform parents of their right to make representation to the Local Academy Council about the decision to suspend or exclude. This procedure

is clearly set out in the statutory guidance. The person who should be contacted to initiate an appeal is the Clerk to the Local Academy Council. Whilst the Local Academy Council has no power to direct reinstatement, they must consider any representations you make and may place a copy of their findings on your child's school record.

RELATIONSHIP TO OTHER TRUST POLICIES

The Suspension and Exclusion Policy should be read in tandem with the Trust's Behaviour Policy as well as other relevant Trust policies, particularly the Inclusion Policy, Special Educational Needs Policy and the Equality & Diversity Policy.

MONITORING AND REVIEW

The impact of this policy will be reviewed by the Local Academy Council annually.

The Headteacher/Head of School will provide the LAC with regular monitoring reports which will help it to evaluate the effectiveness of the policy and procedures.

The policy and procedures will be reviewed and amended in the light of such evaluation and in consultation with representatives of all key stakeholders.