


Mercia School

Suspension and Permanent Exclusion Policy



Author:
Headteacher

This policy has been approved by the Local Governing Body and has been signed by the Chair of Governors	
Approval date	September 2024
Date of Review	October 2025



Mercia School

Suspensions and Permanent Exclusion Policy

Contents:

Page number

Content

p.3	1. Aims 2. Legislation and statutory guidance 3. The decision to exclude 4. Suspension (Fixed Term Exclusion)
p.4	5. Permanent Exclusion 6. Home School Agreement & Family Handbook 7. Returning from a suspension 8. Monitoring arrangements

When reading this policy, please note the Headteacher's decision is final, alongside any staff member with delegated responsibilities. For additional information please refer to your Family Handbook.

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.



Mercia School

Suspension and Permanent Exclusions Policy

1. Aims

Our school aims to ensure that:

- The exclusions process is applied fairly and consistently;
- The exclusions process is understood by governors, staff, parents and pupils;
- Pupils in school are safe and happy.

2. Legislation and statutory guidance

This policy is based on statutory guidance from the Department for Education: School suspensions and permanent exclusions (August 2024). This document is available here:

[School suspensions and permanent exclusions - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/school-suspensions-and-permanent-exclusions)

3. The decision to exclude

Only the Headteacher, or Acting Headteacher, can exclude a pupil from school. Any exclusion will be taken as a last resort.

Before deciding whether to suspend or permanently exclude a pupil, the Headteacher will:

- Consider all the evidence;
- Consider if the pupil has special educational needs (SEND);

Once all information is collated, the Headteacher will take a decision on the balance of probabilities. The Headteacher's decision is final.

4. Suspension (Fixed Term Exclusion) is for:

- Breach of school rules
- Persistent disruptive behaviour
- Persistent attitudes or behaviour which are inconsistent with the ethos of the school
- Extreme defiance
- Extreme rudeness
- Physical violence
- Intended or attempted physical violence
- Threatening behaviour towards a staff member or pupil
- Theft, blackmail, drug abuse, alcohol abuse, smoking, intimidation, racism; bullying, including cyber bullying
- Misconduct of a sexual nature, including sexting; supply and possession of pornography or indecent images
- Inappropriate use of social media and/or technology, including serious cases of bullying
- Damage to property, vandalism, graffiti
- Use of discriminatory language
- Cheating, including plagiarism
- Refusal to hand over confiscated item.
- Sexual harassment
- Sexist, Racist or Homophobic abuse
- Smoking cigarettes or e-cigarettes
- The behaviour of a pupil outside school can be considered grounds for an exclusion.

This list is not exhaustive. The amount of days suspended is at the Headteachers' discretion.



Mercia School

Suspensions and Permanent Exclusions Policy

5. Permanent Exclusion. 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 in the school.

This includes:

- Possession or use of weapons
- Malicious accusations against a member of staff
- Supply, possession or use of certain drugs and solvents or their paraphernalia or substances intended to resemble them. This includes alcohol
- Other serious misconduct or actual/intended/attempted serious misconduct toward a member of the school community and/or which brings the school into disrepute (single or repeated episodes), on or off the school premises
- Persistent disruptive behaviour that undermines the learning of others

This list is not exhaustive.

Pupils can avoid all sanctions by arriving on time to school and to lessons, by wearing the proper uniform, by following our classroom rules, and working hard. Parents can support pupils by ensuring they have everything they need and reinforcing the school ethos.

6. Home School Agreement & Family Handbook

Mercia School will make full use of terms as outlined in the home-school agreement. Furthermore, please refer to your Family Handbook for further clarity on our expectations.

7. Returning from a suspension

Following a suspension, a re-integration meeting will be held involving the pupil, parents, a member of the Senior Team. The following measures may be implemented when a pupil returns from a fixed-term exclusion:

- Agreeing to a behaviour plan
- Intervention
- Internal isolation

If the pupil in question is unremorseful, the Headteacher reserves the right to refuse readmission to the school.

8. Monitoring arrangements

The Headteacher responsible for exclusions monitors the number of exclusions every term and reports back to the governors. The Headteacher also liaise with the local authority to ensure suitable full-time education for excluded pupils.

This policy will be reviewed by every year. At every review, the policy will be shared with the governing board.