



**IWYS
Alternative Provision
Suspension & Permanent
Exclusion Policy
(Incorporation Reintegration
Policy)**

IWYS Alternative Provision Suspensions and Permanent Exclusions Policy (Incorporating Reintegration Policy)

Legislation and statutory guidance

This policy is based on statutory guidance from the Department for Education:

[Suspension and Permanent Exclusion guidance July 2022 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

[The School Discipline \(Pupil Exclusions and Reviews\) \(England\) Regulations 2012](#) Sections 64-68 of the [School Standards and Framework Act 1998](#)

In addition, the policy is based on, Part 7, chapter 2 of the [Education and Inspections Act 2006](#), which looks at parental responsibility for excluded pupils

There are two main types of exclusion: **suspension** (formerly known as fixed term exclusions) and **permanent**.

In most cases, suspension (whether internal or external) and permanent exclusion will be the last resort after a range of measures have been tried to improve a pupil's behaviour. This is because we want all our pupils to access the curriculum through their lessons. We will explore the modification of behaviour from a range of other options including:

- Engaging at an early stage with parents/carers
- Placing a pupil on report for a fixed period of time, with regular reviews
- Planning Meetings to determine actions to modify behaviour as appropriate
- The engagement of outside agencies as appropriate
- Restorative justice, which enables offender to redress the harm done to a victim in appropriate cases
- Providing support through the Early Help forum

We work in close communication with the LA and schools to seek the suitable procedures to follow statutory guidelines, and the final decision to suspend/permanently exclude can be made only by the Head of Provision. When deciding to suspend or permanently exclude a pupil, IWYS Alternative Provision will ensure there has been a thorough investigation and that a written record is kept.

Suspensions

The length of suspension will be decided by the Head of provision. The following incidents or offences will normally lead to a suspension, although extenuating circumstances may alter the sanction applied to an individual pupil and this list is not exhaustive:

- persistent disruption / defiance
- continual refusal to comply with the IWYS Alternative Provision rules and sanctions
- Deliberate damage or vandalism
- Theft
- Swearing directly at a member of staff
- Physical violence towards a pupil or member of staff
- Persistent bullying or bullying behaviour (See Behaviour Policy)
- Bringing the school into disrepute
- Bringing an offensive weapon onto the IWYS premises
- Possession of illegal substances on the IWYS site
- Inappropriate use of social media
- Sexual abuse
- Sexual harassment
- Racism (including graffiti)

The following factors will be considered before the decision to suspend (and the length of the suspension):

- Ensuring that the pupil is invited to give their version of events (if circumstances allow, this will be a written statement)
- Pupil status eg PP, LAC, SEND
- Ensuring that a thorough investigation has been carried out
- Consideration of all the evidence available to support the allegations, taking account of the IWYS alternative provision behaviour and equal opportunities policies.
- Consideration of whether the incident is provoked, e.g. by bullying/bullying behaviour or by racial or sexual harassment (provocation will not necessarily mean an exclusion/suspension will not be given)
- Gathering written statements from all involved where appropriate and possible
- The age of the pupil
- The disciplinary record
- The nature of the offence
- Exam obligations

The standard of proof to be applied is on the balance of probabilities, i.e. if it is more probable than not that the pupil did what he or she is alleged to have done, the head of provision may suspend/exclude the pupil.

Where a pupil is suspended the school will:

- Inform parents/carers immediately.
- Confirm the decision, details and expectations in writing within 1 working day
- Notify parents/carers of their responsibility to ensure that their child is not present in a public place in school hours during the first five days of any exclusion (parents/carers may be given a fixed penalty notice or prosecuted if they fail to do so)
- Undertake to set and monitor work for that pupil for the first five days of the exclusion.
- Provide education (off site or in a shared provision) from the sixth day of any period of suspension of six days or longer.
- Advise any sanctions that may be imposed for non-attendance of the provision for the sixth day onwards.
- Consider how the time out of IWYS alternative provision might be used to address the pupil's problems
- Consider what support will best help with the pupil's reintegration into IWYS at the end of the suspension.

Reintegration

After a suspension pupils must attend a reintegration meeting which should take place immediately prior to the pupil returning. A reintegration strategy will be put in place. This is the main part of the reintegration process and must be attended by parent/carer(s) and the pupil and is managed by IWYS staff. The terms of reintegration are discussed, agreed and confirmed by signatures at this meeting and provision for continued support for the pupil arranged at this time as part of the reintegration plan.

The purpose of the pre-reintegration interview is to assist the reintegration of the pupil and promote the improvement of his or her behaviour. It provides an opportunity to:

- Emphasise the importance of parents/carers working with the IWYS alternative provision to take joint responsibility for their child's behaviour.
- Discuss how behaviour problems can be addressed.
- Explore wider issues and any circumstances that may be affecting the child's behaviour.
- Reach agreement on how the child's education should continue, how best they can be reintegrated and what measures could be put in place to prevent further misbehaviour.
- Create a useful forum to consider with parents/carers the possibility of a parenting contract.

- Hear from the pupil of their reflection on the reasons behind suspension and for the Head of provision (or an appropriate senior member of staff) to judge if such reflection warrants their return. The suspension may be extended if it is felt that the pupil has neither reflected nor learnt from their actions and the resulting suspension.

IWYS alternative provision and the parents/carers of a pupil who is suspended for a single or cumulative period of 6-15 days in any one term can request a meeting with LA to review the suspensions.

Steps	Result	Outcome
A Reintegration Plan below is drawn up.	Regular and timely reviews are held with student and parents/carers to monitor progress or further support requirements	Pupil is given a clear plan to engage well with the opportunity of a fresh start at IWYS.
Student is supported by staff to ensure pupil feels welcome for a successful reintegration	Pupil feels supported and anxieties are reduced	Pupil settles and engage well which leads to positive relationships being formed. with teachers and students.
Reasonable adjustments are assessed and put in place to enable student engages well.	Pupil understands and engages with the process well.	Student is able to reflect on behaviour, is able to settle into IWYS with the right support. Student is able to continue with achieve educational goals.

Permanent Exclusions

Repeated offences could ultimately lead to permanent exclusion. Permanent exclusion will usually be considered as a 'last resort' action, applied only when all other methods and strategies have failed. However, permanent exclusion could follow after certain single incidents, which are deemed to be extremely serious.

These might include (although this is not an exhaustive list):

- Serious actual or threatened violence against a member of staff
- Serious actual or threatened violence against another pupil
- Theft from IWYS alternative provision, a pupil or a member of staff
- Continual refusal to comply with IWYS rules and sanctions
- Sexual abuse or assault
- Possession or supplying (including the intent to supply) an illegal substance
- Carrying an offensive weapon (with possible intent to cause harm)
- Through social media or other means, slanderous offensive behaviour/language towards any member of the internal or wider school community

Schools now have a power to screen and search pupils for weapons. We will consider whether or not to inform the police where a criminal offence may have taken place. Contacting the Young Offending Team and/or social workers will also be considered.

We will not exclude for:

- Truancing or non-attendance
- Uniform or appearance
- Poor academic progress
- Behaviour of parents/carers

If a pupil is permanently excluded the school will:

- Notify parents of their responsibility to ensure that their child is not present in a public place in school hours during their first five days of any permanent exclusion.
- Undertake to set and mark work for that pupil for the first five days of the exclusion.
- Advise parents or carers that, during the first week of the exclusion, that the Local Authority will arrange to assess the pupil's needs and how to meet them; arrange a meeting with them to discuss options; and that from the sixth school day ensure that suitable education is provided.
- Arrange a meeting with the LA to review the exclusion and decide whether to uphold it, inviting the Local Authority to be in attendance.

Pupils who are permanently excluded will remain on IWYS alternative provision roll during the period allowed for appeals or removed sooner if the Local Authority confirms there will be no appeal.

Member of Staff Responsible	Charmaine Baines – Head of Provision
Approval	Joy Baines - DSL
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