

INTRODUCTION

Suspension from school is a sanction which the Head Teacher alone (or the most senior teacher acting in that role) may use, in response to serious breaches of school discipline. In most cases a range of strategies would have been taken to prevent the suspension.

Head Teachers can exclude using one of the following categories:

- suspension
- permanent

The Education and Inspections Act, sets a time limit for suspension of up to 45 school days in total in any one academic year.

Further information regarding suspension procedures may be obtained from

The Coram's Child Law advice service (0300 330 5485) Mon to Friday 8am to 6pm, ACE Education (<http://www.ace.ed.org.uk>) and 03000 115 142 on Monday to Wednesday from 10 am to 1 pm during term time) and Independent Provider of Special Education Advice (Known as IPSEA)

WHAT HAPPENS NEXT?

The Head Teacher should inform you in writing without delay of the suspension and the reason for it.

The Head Teacher will invite you and your child to discuss the incident, with a view to ensuring the incident does not occur again.

The school should set work for the first 5 school days of a suspension, however for suspensions of more than 5 consecutive school days the school must provide suitable full-time education from the 6th school day of the suspension until the end date of the suspension.

The suspension ceases on the day stated in the original letter. The number of days stated refers to actual school days and does not, therefore, include weekends or holidays.

If, however, it is decided to issue a further suspension (not to exceed 45 school days in total in any one academic year) you must be informed of the decision, the reason for it and your right to further representation.

WHAT RIGHTS DO I HAVE?

You have the right to make written and oral representation to the Governing Body of the school.

A meeting of the Discipline Committee may be arranged and, should this happen, you would be invited to attend.

For suspensions of more than 15 school days, in a term, or 15 consecutive days, a meeting of the Discipline Committee will be arranged to consider the suspension.

In some cases your child may already be back in school when you meet the Governors but nevertheless it will give you the opportunity to discuss the matter further.

If you wish, you may take a friend or some other person of your choice to the Governing Body meeting.

You have the right to see your child's curricular records on application to the Head Teacher and your child's other educational records on request to the Governing Body.

It is unlawful to discriminate against a disabled pupil by suspending him or her for a reason related to the pupil's disability.

The First-Tier Tribunal (SENDIST) consider claims of disability discrimination and the County Court in the case of other forms of discrimination. Parents must make a claim of unlawful discrimination within 6 months of the alleged incident.

www.justice.gov.uk/tribunals/send/appeals

Who do you contact if you require further information about the suspension procedures?

Local Authority:

Mrs Lynn Howe
Inclusion and Pastoral Officer,
Children and Young Peoples Services,
Tel. No. (03000 265 903)

Education Durham Governance Services

edgs.administration@durham.gov.uk

The Department's Guidance for parents and carers on behaviour, suspension and permanent exclusion, which can be found here

<https://www.gov.uk/government/publications/school-exclusions-guide-for-parents>

DCR Helpline

Freepost MID 02164
Strafford upon Avon
CV37 9BR
Tel 08457 622 633
Fax 08457 778878
E-mail: ddaahelp@Stra.site1.co.uk
Website www.drc-gh.org.

Coram's Child Law Advice Service on (0300 330 5485)
<https://childlawadvice.org.uk?information-pages/school-exclusion/>

ACE Education (<http://www.ace.ed.org.uk>) and 03000 115 142 on Monday to Wednesday from 10 am to 1 pm during term time)

Traveller Education Services, the Information Advice & Support Services Network (formerly known as the local parent partnership) (<https://councilfordisabledchildren.org.uk/information-advice-and-support-services-network/about>)

The National Autistic Society (NAS) School Exclusion Service (England) (0808 800 4002 or schoolexclusions@nas.org.uk)
Independent Parental Special Education Advice (<http://www.ipsea.org.uk/>)

If you would like this document summarised in another language or format please contact Children and Young Peoples Services Communications Team on

communications@durham.gov.uk



DURHAM COUNTY COUNCIL

LOCAL AUTHORITY

Suspension

Guidelines for Parents and Carers

Updated September 2024

