**Suspensions**

Most suspensions are for short periods of five days or fewer. Pupils who misbehave during the lunch break may be suspended for lunchtimes only. Each lunchtime suspension counts as half a day suspension statistically.

A pupil may **not** be suspended for more than 45 days’ in total in one school year.

**What you should expect:**

* The school will ideally contact you directly on the day the suspension is issued either by telephone or in person, but they **must** send you a letter giving information about the suspension by the next day. During the suspension your child is not legally allowed on the school site and you have a duty to make sure that they are not found in a public place. Work must be provided by the school to be completed during the suspension period.
* If a suspension is longer than **5 days**, your school must arrange an alternative suitable full-time education (for example at another school) from the 6th day until the end of their suspension.
* When a suspension or multiple suspensions go over **15 school days in a term**, the governing body of the school will need to hold a meeting to review the suspension (s). You and your child will be invited to attend.
* The school may want to hold a reintegration meeting which provides an opportunity for you, your child and the school to work together to avoid further suspension.
* The law does not allow for extending a suspension or ‘converting’ a suspension into a permanent exclusion. In exceptional cases, usually where further evidence has come to light, a further suspension may be issued to begin immediately after the first period ends; or a permanent exclusion may be issued to begin immediately after the end of the suspension.
* The school may want to explore a managed move before the need to permanently exclude. However, a managed move should not be a threat in that a permanent exclusion will be issued if you do not agree.
* The school may also want to support your child by directing them to offsite provision. Depending on the individual needs and circumstances of the pupil, off-site direction into AP can be full-time or a combination of part-time support in AP and continued mainstream education. A proposed maximum period of time should be discussed and agreed upon as part of the planning phase for an off-site direction.

**What shouldn’t be happening:**

* Your child should not be sent home to ‘cool off’. This is an illegal suspension. If there has been a serious issue resulting in your child being unable to attend school, then an official suspension should be issued.
* You should not be told to remove your child from school to be home educated or until your child can transfer to another school. This is an illegal suspension and will not help solve the situation or speed up the process.
* Your child should not be suspended for not doing homework, poor attendance, poor grades or breaking the school rules on appearance (except when this is repeated or the pupil is defiant about the rules).
* Your child should not be suspended without a return date. This is the legal date when your child should be back in school. This should not be left open or be conditional on attending a reintegration meeting (however, attending a reintegration meeting is important).
* If your child is suspended for more than 5 days, sending work home from the 6th day of the suspension is not classed as suitable full-time education.
* Governors have the power to reinstate a pupil following the Headteacher’s decision to suspend; however, they cannot increase the length of the suspension or convert to a permanent suspension.