

EXCLUSIONS POLICY



**Resilience
Multi Academy
Trust**

Summary	Exclusions Policy	
Responsible Person/Author:	Head of Governance	
Applies to: (please circle/delete as appropriate)	Colleagues ☒ Student ☒ Community ☒	
Ratifying Committee(s)	Standards Committee	
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Document Control

Date	Version	Action	Amendments
Aug 21	1	Policy created	
May 25	2	Amended	Rebranding and updates throughout.
Sept 26	3	Amended	3 – Ref to statutory guidance updated. 10- Ref to not using unlawful or informal exclusion. 15 – Ref to social worker/virtual head. 28 – Additional wording added. 30 – Ref to off-site direction. 31-Amended wording. 37 – Added wording.

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Introduction

1. RMA's exclusion policy aims to set out the process that will be followed and the additional considerations around suspensions and exclusions that the Trust will apply. Good behaviour and self-discipline lead to effective learning and helps prepare children and young people for life beyond the school gate.
2. Where the Trust's approaches towards behaviour management have been exhausted, then suspensions and permanent exclusions will sometimes be necessary as a last resort. This is to ensure that other students and teaching staff are protected from disruption and can learn in safe, calm, and supportive environments.
3. The Trust will always have regard to the Department for Education ("DfE") statutory guidance "Suspension and Permanent Exclusion from Maintained Schools, Academies and Pupil Referral Units in England, including Pupil Movement" (July 2026), as amended from time to time, and will follow the law set out in the School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012.
4. This policy should be read in conjunction with the Positive Discipline ("PD") Policy ("Behaviour Policy") and SEND Policy for the Trust.

Application and publication of policy

5. The Trust is committed to:
 - Providing the highest quality teaching and learning for all students.
 - Maintaining the highest standards of behaviour to facilitate effective teaching and learning.
6. This policy applies to all members of the Trust community. Each academy within the Trust will apply suspensions and exclusions in accordance with this policy and ensure that its contents are relayed to all colleagues, parents and students.
7. This policy will be published on the Trust's, and each academy's website. Following any amendment or replacement of this policy, an updated version will be made available to all members of the Trust community.
8. Guidance on any aspect of this policy can be obtained from the Head of Governance jparker@rmat.uk

Types of exclusion

9. Suspensions and permanent exclusions are different:
 - Suspensions (previously called fixed-term exclusions) are where a student is prevented from attending the academy for a fixed period. At the end of the period, they are expected to return to the academy following a reintegration meeting. A student may receive a maximum of 45 days of suspension in an academic year before being permanently excluded.
 - Permanent exclusions are where, subject to a decision of the Local Review Board to reinstate the student to the academy, the student is prevented from attending the academy again. A decision to permanently exclude will only be taken in response to a serious breach or persistent breaches of the trust's behaviour policy and where allowing the student to remain

in school would seriously harm the education or welfare of the student or others, such as colleagues in the academy.

10. The Trust will not use unlawful or informal exclusions. No student will be sent home for disciplinary reasons without the formal suspension process being followed. Students will not be excluded because of a disability, SEN, academic attainment, or because a parent is unable or unwilling to attend a reintegration meeting. The Trust will not engage in off rolling or place undue pressure on parents to remove a child from roll.

Roles and responsibilities

11. All members of the Trust community are expected to follow this policy. Roles, responsibilities and expectations of each section of the Trust community are set out in detail below.

The Principal

12. All decisions to suspend or permanently exclude a student will be taken by the Principal after considering all the circumstances. Every decision made will be proportionate to the seriousness of the behaviour with reference to the Trust's behaviour policy.
13. A student's behaviour outside school can be considered grounds for a suspension or permanent exclusion. Any decision of a Principal, including suspension or permanent exclusion, must be made in line with the principles of administrative law, i.e. that it is: lawful, reasonable, fair, and proportionate.
14. The Principal will apply the civil standard of proof when responding to the facts relating to an exclusion, i.e. that 'on the balance of probabilities' it is more likely than not that a fact is true, rather than the criminal standard of 'beyond reasonable doubt'.
15. Where a Student has a social worker, or is a looked after child, the Principal will ensure relevant professionals are involved as early as possible where exclusion is being considered and will notify the social worker and/or Virtual School Head without delay following any suspension or permanent exclusion.
16. All exclusions will be formally recorded on the student's record.

Local Review Board ("LRB")

17. The LRB of each academy is responsible for forming committees to review exclusions and suspensions when it is required to do so, it is requested by parents, or it is, in its view, prudent to review an individual decision. In each case, the decision of the relevant committee formed by LRB Members, will be to decide whether to uphold the exclusion or suspension, or instead to reinstate the student to the Academy.

Parents

18. Parents will be informed without delay of any suspension or exclusion and there is an ability to make representations in regard to any suspension or exclusion decision. Details will be provided on the rights parents have with every letter that is sent from the Principal.

Students

19. All students of academies in the Trust are expected to follow the expectations regarding their behaviour to ensure that all students can learn and participate in school life effectively. Where those expectations are breached, the behaviour policy will apply.

CCTV, witness evidence and student views

20. All secondary academies within the Trust use Close Circuit Television (CCTV) within their premises. This is to provide a safe and secure environment for students, colleagues and visitors. If behavioural incidents are recorded on CCTV, the footage may be viewed as part of the investigation and the content considered before imposing a sanction. If CCTV is relied upon for a decision on a suspension or exclusion, then it will be shown in some format (redacted as necessary) at any LRB member review meeting. Please see the Trust's CCTV policy and privacy notices for more information.
21. Where witness evidence is relied upon, whether that be from a student or a colleague, the statement(s) will be provided at any LRB member review meeting. All statements will be signed and dated unless the Principal has good reason to protect the anonymity of the relevant witness. Reasons may include threats of reprisals.
22. Before taking a decision to suspend or exclude and where appropriate, the Principal will take the student's views into account, considering these in light of their age and understanding, and inform the student about how their views have been factored into any decision made. Where relevant, the student will be given support to express their view, including through advocates such as parents or, if the student has one, a social worker. The Principal will also take account of any contributing factors identified after an incident of misbehaviour has occurred.

Reintegration meetings following suspension or off-site direction

23. Where a student is suspended or is directed to be educated off-site, upon return to school both the student and parents will be invited to a reintegration meeting. The purpose of the meeting is to:
 - offer the student a fresh start,
 - help them understand the impact of their behaviour on themselves and others,
 - teach them how to meet the high expectations of behaviour in line with the school culture,
 - foster a renewed sense of belonging within the school community; and
 - build engagement with learning,so that further suspensions are not needed. Academy colleagues will work with the student to understand what led to the behaviour, and to establish if any changes can be made or further support implemented, from a pastoral or practical perspective that might reduce the chance of repeat behaviours. Previous behaviour is not seen as an obstacle to future success.
24. The Academy uses various measures to support a student's successful reintegration.
 - daily contact with a designated pastoral professional in-school;
 - use of a report card with personalised targets leading to personalised rewards;
 - ensuring the pupil receives academic support upon return to catch up on any lost progress;
 - planned pastoral interventions;
 - mentoring by a trusted adult or a local mentoring charity;
 - regular reviews with the student and parents to praise progress being made and raise and address any concerns at an early stage; and

- informing the student, parents and colleagues of potential external support.
25. Whilst reintegration meetings are highly encouraged by the Academy, students will not be prevented from being admitted to the Academy or being put in mainstream classes because a meeting has not taken place.

Cancelling a suspension or exclusion

26. A suspension or exclusion can be cancelled by the Principal as long as the suspension or exclusion has not been considered by the LRB. In relation to an exclusion, it cannot be cancelled if the total time the student was excluded or suspended that academic year would be over 45 days at the point of the decision to cancel the exclusion.
27. Where a suspension or exclusion is cancelled, the relevant parties will be informed by the Principal in accordance with the Statutory Guidance on Suspensions and Exclusions.

Suspensions before a permanent exclusion

28. In exceptional circumstances, students may receive a suspension prior to a permanent exclusion. For each decision, the principal or headteacher will send the relevant letter setting out the rights of parents. A suspension cannot be converted into a permanent exclusion and so any subsequent permanent exclusion would be a fresh decision due to commence immediately after the suspension had ended. Exceptional circumstances may include where, for example further evidence has come to light, further investigation has revealed that the behaviour is more serious than first thought or where the incident was serious and time is required to fully investigate the circumstances and consider alternatives.

Directing off-site and managed moves

29. Before taking any decision to permanently exclude a student, the Principal will consider whether a direction to attend alternative provision and/or a managed move as part of a planned intervention would be a reasonable alternative that should be considered.
30. In the case of directing a student off-site to alternative provision, the aim of any direction is for it to be used as a short-term measure as part of the academy's behaviour management strategy to improve a student's behaviour where in-school interventions and/or outreach have been unsuccessful or are deemed inappropriate. While parental consent is not needed, discussions would take place with parents to feed in their views about the options. The requirements in relation to off-site direction will be followed.
31. For a managed move to take place, there needs to be agreement between the academy, the parents and the new school, that a managed move should occur. Before a managed move is agreed, the student will often attend the new school as part of a direction off-site, but any managed move will need to comply with the new school's admissions procedures. The Academy will share relevant information with the new school and check that they have an integration strategy. At the end of this off-site direction, the relevant parties (including the parents) will review how it has gone before a decision is taken about whether it becomes a permanent managed move. A managed move will only be agreed to where it is in the student's best interests.

Independent review panels (IRPs)

32. The Trust arranges its own IRPs, and requests for an IRP, where a permanent exclusion has been upheld, should be made to Jeanette Parker, Head of Governance (jparker@rmat.uk) within 15 school days.
33. Further details on the role and powers of IRPs can be found in Part Ten of the Statutory Guidance on Exclusions and Suspensions

Reconsideration by the Local Review Board

34. Where an IRP either recommends reconsideration or quashes the initial decision of the Local Review Board, the decision will be considered within 10 school days. This may involve a rehearing with oral evidence given by the academy and parents or may be a reconsideration with only the review board members and the clerk present.

Remote Meetings

35. Any review board and/or IRP meeting may be conducted remotely where the parents request for it to be conducted remotely and the meeting can be fairly held remotely, with all participants having access and are able to make representations. A meeting may also take place remotely where there is an extraordinary event or unforeseen circumstance that means it's not reasonably practicable to hold the meeting in person. Such events can include, but are not limited to, floods, fire, and an outbreak of an infectious disease.
36. In addition, where a child's social worker or the virtual school head are due to attend a meeting, they may join an in-person meeting remotely as long as it can be fairly accessed, the technology is available, and everyone would be able to make representations.

Complaints

37. If parents have any concerns or complaints over the application or implementation of this policy or feels that they are being pressured into a managed move, they should raise their concerns with a colleague or the Principal in accordance with the Trust's feedback, concerns, and complaints policy. If the concern relates to an exclusion, or suspension decision or matters relating to it the statutory procedure set out in the Statutory Guidance on Exclusions and Suspensions will be followed.

Equality impact

38. RMAT does all it can to ensure that its policies do not discriminate against students or others, either directly or indirectly, in line with the Equality Act 2010 protected characteristics; these include race, religion, disability, sexual orientation and sex.

Monitoring arrangements

39. LRB Members review data on suspensions and exclusions to ensure that the use of suspensions and exclusions is appropriate. The following are monitored by LRB Members to ensure the processes and support for students are appropriate:
 - the interventions put in place for students at risk of suspension and permanent exclusion

- the processes in place for determining and reviewing off-site directions and that such placements are reviewed at sufficient intervals to assure that the education is achieving its objectives and that students are benefitting from it.
- the full-time educational provision for students of compulsory school age from the sixth consecutive school day of a suspension, in particular checking the provision is suitable and quality-assured to ensure that:
 - any previous placements have been evaluated, including support for any applicable SEND;
 - there is a process in place to monitor the student's attendance and behaviour at the provision;
 - the correct attendance code is being used;
 - the student's child protection file and any other information relevant to the pupil's safeguarding and welfare has been securely transferred to their new setting as early as possible.
- whether there is any variation within the year on suspensions and permanent exclusions and the characteristics of students;
- the cost implications of directing children to be educated off-site in alternative provision and whether there are any patterns to the reasons or timing of moves;
- whether the school register and absence codes have been recorded correctly
- how the behaviour policy is applied and specifically its consistency;
- the circumstances in which pupils receive repeat suspensions;
- whether Personal Education Plans for looked after children have been reviewed on a termly basis.