

Fixed period exclusion

Headteachers do not exclude a pupil lightly. A school will usually have tried a number of other actions before excluding a pupil. It is always helpful if the school and parents/carers work together over an exclusion in order to avoid repeat exclusions.

1. What does a fixed period exclusion mean?
2. Do I have any say in the matter?
3. What happens to my child's education during a fixed period exclusion?
4. What about schoolwork?
5. What happens if the fixed period exclusion is longer than 5 days?
6. What does "full time provision" mean?
7. The letter I received refers to a "reintegration interview". What is this?
8. When will the interviews take place and who must attend?
9. I cannot attend on the day the school has set the interview
10. What will happen if I do not attend?
11. What if I do not cooperate with the exclusion?
12. My child has special educational needs (SEN), does that make a difference to how the school deals with excluding them?
13. Is there someone at the Local Authority I can talk to about the exclusion?
14. Is there anyone else who might give me advice?

1. What does a fixed period exclusion (F/T) mean?

The headteacher has decided that because of your child's behaviour he/she cannot attend school for a period as a punishment.

2. Do I have any say in the matter?

You can of course discuss the decision with the headteacher. The governing body must consider anything you want to say but the rules vary according to how long the exclusion lasts:

1-5 days in a term (add all the days together if more than 1 exclusion) - The governors must consider anything you wish to say and may meet you. They cannot reinstate your child (ie overturn the exclusion) but might put a note on file if they did not agree with the exclusion. There is no time limit but it should be reasonably prompt.

6-15 days - The governors must meet between the 6th and 50th day after the exclusion, if you request a meeting. The governors can either uphold the exclusion or reinstate your child. If the exclusion is over and the governors do not uphold it they will record this on the pupil's file.

More than 15 days - The governors must meet between day 6 and day 15 whether you request it or not. You will be invited to the meeting. The governors will either uphold or overturn the exclusion.

3. What happens to my child's education during a fixed period exclusion?

For the first 5 days of any exclusion, you are responsible for you child's whereabouts during school hours. You must ensure that he/she is not present in a public place during school hours without good reason. You are liable to a penalty notice (a fine) if your child is found without good cause.

4. What about schoolwork?

The school is responsible for setting and marking work during this period and you may be asked to collect and deliver it.

5. What happens if the fixed period exclusion is longer than 5 days?

The school is responsible for making full time provision beyond 5 days. This may under some circumstances be on the school site.

6. What does "full time provision" mean?

It means taught provision of between 21 and 25 hours depending on your child's age. It cannot be work sent home.

7. The letter I received refers to a "reintegration interview". What is this?

A reintegration interview is intended to help your child return to school successfully. The headteacher must arrange an interview for any pupil excluded from a primary school, or for a pupil excluded for more than 6 days from a secondary school. The headteacher may arrange an interview for a secondary pupil excluded for fewer than 6 days.

8. When will the interviews take place and who must attend?

The interview must be arranged between days 1 and 15 of the start of the fixed period exclusion. The headteacher or a senior member of staff will attend and at least one parent or carer is expected to attend. Your child will usually attend part or all of the interview.

9. I cannot attend on the day the school has set the interview

The school should as far as possible try to arrange the interview at a time and date convenient to you and the school.

10. What will happen if I do not attend?

The exclusion cannot be extended, but it may make a successful return for your child more difficult. Additionally, your failure to attend will be recorded and could be considered if the school or Local Authority applies to a magistrate's court for a Parenting Order.

11. What if I do not cooperate with the exclusion?

The school will consider your child's safety in deciding what action to take. This will depend on his/her age and ability. However, in some circumstances Police or Community Support Officers or Social Care could become involved, and if you continue not to cooperate, the school or Local Authority might apply for a Parenting Order.

12. My child has special educational needs (SEN), does that make a difference to how the school deals with excluding them?

Exclusions should be the last resort for a pupil with SEN. Under the Disability Discrimination Act (DDA) disabled children should not be excluded for reasons connected to their disability. E.g. a pupil with Tourette's Syndrome should not be excluded for swearing. For advice on DDA you can call Disability Rights Commission on tel: 08457 622 633.

13. Is there someone at the Local Authority I can talk to about the exclusion?

You are welcome to discuss it with the Exclusion and Reintegration Officer for the school or the attached Special Educational Needs Officer (SEN) if your child has a Statement. The letter from the school should give you contact details.

14. Is there anyone else who might give me advice?

If your child has special educational needs, then the Parent Partnership Service on tel: 01296 383754 or email: parentp@buckscc.gov.uk can talk things through with you and give you advice. You could also contact ACE (Advisory Centre for Education) exclusions help line on tell: 0808 800 0327 or on their website: www.ace-ed.org.uk