

Suspension Policy



Willington COMMUNITY SCHOOL

Date adopted by the Governing Body: 21st May 2021

This policy has been updated in January 2022 to replace the word 'Exclusion' with 'Suspension' (including all variations) as directed by ESCC.

To be reviewed: May 2022

Staff Responsible: Nadene Townsend-Smith

Link Governor: Clive Hale

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1. Aims

At Willingdon our work with young people is underpinned by our values of Personal Excellence: Ambition, Respect, Compassion, Courtesy and Honesty to ensure each child has the opportunity to make Progress Every Lesson. We aim to ensure that all alternatives to suspensions are explored, whereby individual situations are deescalated to prevent the loss of structured learning time. Expectations are explained to engage students via; one to one discussion, daily reminders at the start of each day, whole year group assemblies or face to face virtual meetings. Staff will continue to encourage pro social behaviours on site at all times, however students display anti-social behaviours will be sanctioned and removed from the setting. Enforcement is the last resort to ensure students are well supported in their education and well-being and will ensure all other internal sanctions have been fully used within the Behaviour for Learning Policy.

Whilst the majority of students display prosocial behaviours, we recognise some students need support in making the correct decisions to ensure they meet their own optimum potential and achieve their individual levels of Personal Excellence. Where suspension for anti-social behaviours is necessary we are committed to ensuring the following:

- The suspension process is applied fairly and consistently
- The suspension process is understood by governors, staff, parents and students
- Pupils in school are safe and happy
- Pupils do not become NEET (not in education, employment or training)

2. Legislation and statutory guidance

This policy is based on statutory guidance from the Department for Education: Suspension from maintained schools, academies and pupil referral units (PRUs) in England.

It is based on the following legislation, which outline schools' powers to suspend pupils:

- Section 52 of the Education Act 2002, as amended by the Education Act 2011
- The School Discipline (Pupil Suspensions 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 suspended pupils
- Section 579 of the Education Act 1996, which defines 'school day'
- The Education (Provision of Full-Time Education for Suspended Pupils) (England) Regulations 2007, as amended by The Education (Provision of Full-Time Education for Suspended Pupils) (England) (Amendment) Regulations 2014

3. The decision to suspend

Only the Headteacher, or member of senior leadership team appointed by the Headteacher, can suspend a pupil from school. A permanent suspension will be taken as a last resort and can only be decided by the Headteacher or acting Headteacher.

Our school is aware that off-rolling is unlawful. Ofsted defines off-rolling as:

“...the practice of removing a pupil from the school roll without a formal, permanent suspension or by encouraging a parent to remove their child from the school roll, when the removal is primarily in the interests of the school rather than in the best interests of the pupil.”

We are committed to following all statutory suspensions procedures to ensure that every child receives an education in a safe and caring environment.

A decision to suspend a pupil will be taken only:

- In response to serious or persistent breaches of the school's policies (For example; Behaviour for learning, Drugs, Alcohol and Tobacco and Anti-bullying)
- If allowing the pupil to remain in school would seriously harm the education or welfare of others

Before deciding whether to suspend a pupil, either permanently or for a fixed period, the Headteacher will:

- Consider all the relevant facts and evidence, including whether the incident(s) leading to the suspension was provoked
- Allow the pupil to give their version of events
- Consider if the pupil has special educational needs (SEN)

4. Definition

For the purposes of suspensions, school day is defined as any day on which there is a school session. Therefore, INSET or staff training days do not count as a school day.

5. Roles and Responsibilities

5.1 The Headteacher

Informing parents

The Headteacher will immediately provide the following information, in writing, to the parents of a suspended pupil:

- The reason(s) for the suspension
- The length of a fixed-term suspension or, for a permanent suspension, the fact that it is permanent
- Information about parents' right to make representations about the suspension to the governing board and how the pupil may be involved in this
- Where there is a legal requirement for the governing board to meet to consider the reinstatement of a pupil, and that parents have a right to attend a meeting, be represented at a meeting (at their own expense) and to bring a friend

The Headteacher will also notify parents by the end of the afternoon session on the day their child is suspended that for the first 5 school days of an suspension, or until the start date of any alternative provision where this is earlier, parents are legally required to ensure that their child is not present in a public place during school hours without a good reason. Parents may be given a fixed penalty notice or prosecuted if they fail to do this.

If alternative provision is being arranged, the following information will be included when notifying parents of an suspension:

- The start date for any provision of full-time education that has been arranged
- The start and finish times of any such provision, including the times for morning and afternoon sessions, where relevant
- The address at which the provision will take place
- Any information required by the pupil to identify the person they should report to on the first day

Where this information on alternative provision is not reasonably ascertainable by the end of the afternoon session, it may be provided in a subsequent notice, but it will be provided no later than 48 hours before the provision is due to start. The only exception to this is where alternative provision is to be provided before the sixth day of an suspension, in which case the information can be provided with less than 48 hours' notice with parents' consent.

Informing the governing board and local authority

The Headteacher will immediately notify the governing board and the local authority (LA) of:

- A permanent suspension, including when a fixed-period suspension is made permanent
- Suspensions which would result in the pupil being suspended for more than 5 school days (or more than 10 lunchtimes) in a term
- Suspensions which would result in the pupil missing a public examination

For a permanent suspension, if the pupil lives outside the LA in which the school is located, the Headteacher will also immediately inform the pupil's 'home authority' of the suspension and the reason(s) for it without delay.

For all other suspensions, the Headteacher will notify the governing board and LA once a term.

5.2 The Governing Board

Responsibilities regarding suspensions is delegated to the governing board consisting of at least 3 governors.

The governing board has a duty to consider the reinstatement of a suspended pupil (see section 6).

Within 14 days of receipt of a request, the governing board will provide the secretary of state and the Local Authority with information about any suspensions in the last 12 months.

For a fixed-period suspension of more than 5 school days, the governing board will ensure the school arrange suitable full-time education for the pupil. This provision will begin no later than the sixth day of the suspension.

Provision does not have to be arranged for pupils in the final year of compulsory education who do not have any further public examinations to sit.

5.3 The LA

For permanent suspensions, the LA is responsible for arranging suitable full-time education to begin no later than the sixth day of the suspension.

6. Considering the reinstatement of a pupil

The governing board will consider the reinstatement of a suspended pupil within 15 school days of receiving the notice of the suspension if:

- The suspension is permanent

- It is a fixed-term suspension which would bring the pupil's total number of school days of suspension to more than 15 in a term
- It would result in a pupil missing a public examination

If requested to do so by parents, the governing board will consider the reinstatement of a suspended pupil within 50 school days of receiving notice of the suspension if the pupil would be suspended from school for more than 5 school days, but less than 15, in a single term.

Where an suspension would result in a pupil missing a public examination, the governing board will consider the reinstatement of the pupil before the date of the examination. If this is not practical, the chair of the governing board (or the vice-chair where the chair is unable to make this consideration) will consider the suspension independently and decide whether or not to reinstate the pupil.

The governing board can either:

- Decline to reinstate the pupil, or
- Direct the reinstatement of the pupil immediately, or on a particular date

In reaching a decision, the governing board will consider whether the suspension was lawful, reasonable and procedurally fair and whether the Headteacher followed their legal duties. They will decide whether or not a fact is true 'on the balance of probabilities', which differs from the criminal standard of 'beyond reasonable doubt', as well as any evidence that was presented in relation to the decision to suspend.

Minutes will be taken of the meeting and a record of evidence considered kept. The outcome will also be recorded on the pupil's educational record.

The governing board will notify, in writing, the Headteacher, parents and the LA of its decision, along with reasons for its decision, without delay.

Where an suspension is permanent, the governing board's decision will also include the following:

- The fact that it is permanent
- Notice of parents' right to ask for the decision to be reviewed by an independent review panel, and:
 - The date by which an application for an independent review must be made
 - The name and address to whom an application for a review should be submitted
 - That any application should set out the grounds on which it is being made and that, where appropriate, reference to how the pupil's SEN are considered to be relevant to the suspension
 - That, regardless of whether the suspended pupil has recognised SEN, parents have a right to require the LA to appoint a SEN expert to attend the review
 - Details of the role of the SEN expert and that there would be no cost to parents for this appointment
 - That parents must make clear if they wish for an SEN expert to be appointed in any application for a review
 - That parents may, at their own expense, appoint someone to make written and/or oral representations to the panel, and parents may also bring a friend to the review.
- That if parents believe that the suspension has occurred as a result of discrimination, they may make a claim under the Equality Act 2010 to the first-tier tribunal (special educational needs and disability), in the case of disability discrimination, or the county court, in the case

of other forms of discrimination. A claim of discrimination made under these routes should be lodged within 6 months of the date on which the discrimination is alleged to have taken place.

7. An Independent Review

If parents apply for an independent review, the LA will arrange for an independent panel to review the decision of the governing board not to reinstate a permanently suspended pupil.

Applications for an independent review must be made within 15 school days of notice being given to the parents by the governing board of its decision to not reinstate a pupil.

A panel of 3 or 5 members will be constituted with representatives from each of the categories below. Where a 5-member panel is constituted, 2 members will come from the school governors category and 2 members will come from the Headteacher category.

- A lay member to chair the panel who has not worked in any school in a paid capacity, disregarding any experience as a school governor or volunteer
- School governors who have served as a governor for at least 12 consecutive months in the last 5 years, provided they have not been teachers or Headteachers during this time
- Headteachers or individuals who have been a Headteacher within the last 5 years

A person may not serve as a member of a review panel if they:

- Are a member of the LA or governing board of the excluding school
- Are the Headteacher of the excluding school, or have held this position in the last 5 years
- Are an employee of the LA, or the governing board, of the excluding school (unless they are employed as a Headteacher at another school)
- Have, or at any time have had, any connection with the LA, school, governing board, parents or pupil, or the incident leading to the suspension, which might reasonably be taken to raise doubts about their impartiality
- Have not had the required training within the last 2 years (see appendix 1 for what training must cover)

A clerk will be appointed to the panel.

The independent panel will decide one of the following:

- Uphold the governing board's decision
- Recommend that the governing board reconsiders reinstatement
- Quash the governing board's decision and direct that they reconsider reinstatement (only when the decision is judged to be flawed)

The panel's decision can be decided by a majority vote. In the case of a tied decision, the chair has the casting vote.

SEN Expert

Parents have a right to request the attendance of an SEN expert at a review, regardless of whether the school recognises that their child has SEN. The SEN expert must be someone who has expertise and experience of special educational needs considered by the academy trust as appropriate to perform the functions specified in the legislation.

A person may not serve as an SEN expert if they have, or at any time have had, any connection with the school, parents or pupil, or the incident leading to the suspension, which might reasonably be taken to raise doubts about their ability to act impartially. However, an individual should not be assumed to have such a connection simply by virtue of the fact that they are an employee of the school.

Where present, the panel must seek and have regard to the SEN expert's view of how SEN might be relevant to the pupil's suspension, for example, whether the school acted reasonably in relation to its legal duties when excluding the pupil. The focus of the SEN expert's advice should be on whether the school's policies which relate to SEN, or the application of these policies, were reasonable and procedurally fair (in line with the principles of legality, rationality and procedural propriety). If the SEN expert believes that this was not the case he/she should, where possible, advise the panel on the possible contribution which could have been made to the pupil's suspension.

Where a SEN expert has been requested but is not present, the panel should make parents aware of their right to request that the review is adjourned until such time as an SEN expert can attend

8. School registers

A pupil's name will be removed from the school admissions register if:

- 15 school days have passed since the parents were notified of the suspension panel's decision to not reinstate the pupil and no application has been made for an independent review panel, or
- The parents have stated in writing that they will not be applying for an independent review panel

Where an application for an independent review has been made, the governing board will wait until that review has concluded before removing a pupil's name from the register.

Where alternative provision has been made for a suspended pupil and they attend it, code B (education off-site) or code D (dual registration) will be used on the attendance register.

Where suspended pupils are not attending alternative provision, code E (absent) will be used.

9. Returning from a fixed-term suspension

Following a fixed-term suspension, a re-integration meeting will be held involving the pupil, parents, a member of senior staff and other staff, where appropriate.

The following measures may be implemented when a pupil returns from a fixed-term suspension:

- Putting a pupil 'on report'
- Internal isolation
- Agreeing a behaviour contract
- Agreeing to support, intervention or counselling
- A School to School placement

10. Monitoring arrangements

The Assistant Headteacher responsible for behaviour monitors the number of suspensions every term and reports back to the Headteacher and governors. They also liaise with the local authority to ensure suitable full-time education for suspended pupils.

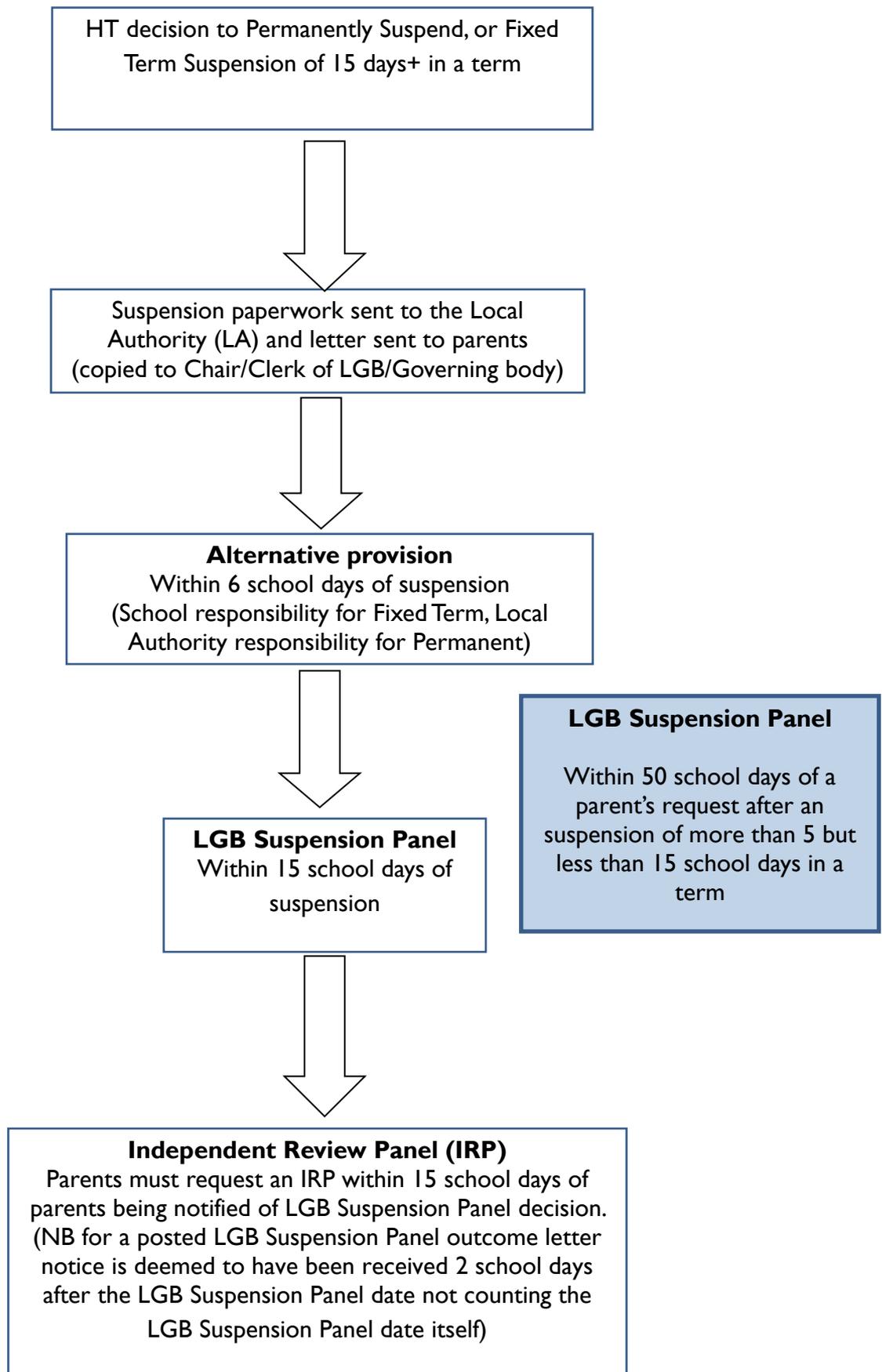
This policy will be reviewed by the Assistant Headteacher every year. At every review, the policy will be shared with the governing board.

11. Links with other policies

This suspension policy is linked to our:

- Behaviour policy
- Attendance policy
- Drugs, Alcohol and Tobacco policy
- Inclusion and SEND Policy
- Anti-Bullying policy

Appendix 1 – Flow Chart



Appendix 2

Suspension information to be sent to Headteacher's PA on the day of suspension:

Name of Student	
Tutor	
PP	Yes/No
SEND	Yes/No
Member of staff dealing with suspension (must have a conversation with parent/carer before a student is suspended to gain permission for them to leave site).	
Please give a summary of the events leading to this suspension	
If applicable – have witness statements been collected?	
Confirmed reason for suspension/information to go in the letter to read as:	
DOSP informed	Yes/No
Work arranged by DOSP	Yes/No
Period and date of suspension	
Date of reintegration meeting	
Staff attending re-integration meeting.	
Suspension authorisation	EBE/FRO/NTO (please circle)

Appendix 3

Suspension protocols shared with senior leadership and consistent reason for suspension as guide.

Fixed Term Suspension snapshot

- Please note it is unlawful to suggest a parent takes a student home to cool off or send a student home for behaviour without issuing a fixed term suspension.
- Every effort must be taken and the needs of LAC/SEN (EHCP)/PP/GRT students must be carefully considered to ensure that the suspension is the correct consequence. Furthermore, careful consideration given to any safeguarding issues associated with the student.
- Any students at risk of FIXED TERM SUSPENSIONS should have a detailed APDR or an ANP/Pastoral needs plan and you must evaluate the support strategies to ensure the needs are being met. Check regularly if the approaches are successful/unsuccessful and is this what is leading to the potential suspension.
- Every effort must be made to consider the graduation to an ANP if not already in place and involve tier 3 intervention from ESBAS. All strategies from ESBAS reports should be written into the ANP and reviewed every term.
- A student voice and where appropriate, parent voice should be undertaken. Comments or emails recorded.
- Examples of one-off incidents are: Violence/Threats, sexual abuse or assault, weapons, illegal drugs and these can lead to PEX.
- You must assess the balance of probability that the student has done what they have alleged to do and witness statements are recorded and assessed.
- If a fixed term suspension is decided then parents must be informed immediately and discussion had regarding collecting/permission to go home. You cannot send a student on a fixed term suspension without parent consultation.
- Refer to the suggested suspension times for behaviours. See table below. We should always avoid lengthy suspensions as to not disadvantage learners but equally assess their suspension records on Sims for repeated behaviours.
- Complete the suspension template and email to the suspensions email. The parent documentation should be sent 1st class.
- DOSPs and DOLs ensure work is provided, collected back in and assessed when a student is on a fixed term suspension.
- If appropriate, update APDR/ANP following the reintegration meeting. If the re-integration is unsuccessful and extension to the original suspension should be administered and the paperwork completed.

Generic reasons for suspension

		Suspension period
Gross defiance:	Refusal to follow instructions.	0.5/1 day
	Refusal to carry out Internal suspension.	0.5/1 day
	Failure to follow expectation in Internal suspension.	0.5/1 day
	Absconding from school site	0.5/1 day
Threatening and aggressive behaviour:	Directed at another student	1-3 days
	Directed at staff	1-3 days
	Violent outburst	1-3 days
	Physical attack/assault	1-3 days
Verbal abuse:	Peer on peer abuse	1-3 days
	Towards a member of staff	1-3 days
	Homophobic/racial or other comments of hatred	1-3 days
Damage to school property		1-3 days
Intimidating behaviour:	Towards staff	1-3 days
	Towards other students	1-3 days
Bullying		1-3 days
Sexual assault		5 days/PEX
Possession of a knife or sharp object		5 days/PEX
Possession of an illegal substance or paraphernalia associated with an illegal substance:	Alcohol	5 Days/PEX
	Cigarettes (Confiscation only and breaks)	Depends on the context and escalation of incident 1-5 days
	Illegal drug (please state)	5 Days/PEX
Under the influence of	Illegal drugs (state)	
	Alcohol	
Smoking on school site		SLT detention/1 Day
Bringing the school into disrepute	(Add details)	1-3 Days
An extension of suspension	Following failed re-integration meeting	1 Day
	Breeching reintegration expectations following a previous suspension	1 Day

Appendix 4

Addendum to Suspension Policy in relation to COVID (19).

The statutory guidance on suspensions remain unchanged from the perspective of the school issuing the suspension. Suspensions are featured as a last resort in the school's Behaviour for Learning Addendum for Covid 19 January 2021, where the students are unable to follow expectations in relation to conduct and health and safety. The suspension will always be the last resort.

The details below are included as time extensions relating to the expected response time from the governing body and Independent Review Panels. Meetings are encouraged to be conducted remotely during the timescales detailed.

Source: Statutory guidance - Changes to the school suspension and expulsion process during the coronavirus (COVID-19) outbreak - Updated 4 March 2021

Important dates

All suspensions occurring between 25 September 2020 and 24 September 2021 (inclusive of those dates) are subject to amended arrangements with regards to:

- the use of remote access technology (for example, videoconferencing or telephone conferencing software) for meetings of governing boards or independent review panels
- the deadline for applications for an independent review

Governing boards and independent review panels (IRPs) who have a duty to meet to discuss an expulsion that occurred between 25 September 2020 and 24 September 2021 may be eligible for time extensions in some circumstances.

Meetings relating to suspensions occurring between 25 September 2020 and 24 September 2021 must take place within the normal timescales described in the suspensions and suspensions from maintained schools, academies and pupil referral units in England statutory guidance.

Governing boards and arranging authorities for IRPs should take all reasonable steps to meet the normal deadlines for suspensions and suspensions occurring after 24 September 2020.

They should:

- consider the actions for schools during the coronavirus (COVID-19) outbreak
- facilitate remote access meetings where it is not reasonably practicable to meet in person

If the deadlines are missed because of coronavirus (COVID-19), the meeting must be held as soon as it becomes reasonably practicable to meet either in person or via remote access (respecting the conditions for such a meeting).

An expulsion should be taken as having 'occurred' on the first day of the expulsion.

Any suspensions covered by these arrangements will continue to be subject to them until the procedures for scrutiny of the expulsion have been exhausted.

Timescales for suspensions between 25 September 2020 and 24 September 2021

Suspensions between 25 September 2020 and 24 September 2021 (inclusive) should follow the deadlines in the suspensions and suspensions from maintained schools, academies and pupil referral units in England statutory guidance, other than the deadline for the application of an independent review.

If it is not reasonably practicable to meet by the usual deadline either in person because of coronavirus (COVID-19), or by remote access because of the conditions for a remote access meeting, the meeting must not be delayed any longer than is reasonably necessary because of coronavirus (COVID-19).

Timescales for suspensions between 1 June 2020 and 24 September 2020

Governing boards and IRPs who have a duty to meet to discuss an expulsion that occurred between 1 June 2020 and 24 September 2020 may be eligible for time extensions.

Meetings relating to suspensions occurring between 25 September 2020 and 24 September 2021 must take place within the normal timescales described in suspensions and suspensions from maintained schools, academies and pupil referral units in England. If the deadlines are missed because of coronavirus (COVID-19), the meeting must be held as soon as it is reasonably practicable to meet in person or via remote access (respecting the conditions for such a meeting).

Timescales for meetings of independent review panels to consider suspensions

The timescale for the meeting will be extended to 25 school days, or as long as reasonably necessary for a reason related to coronavirus (COVID-19) if:

- the suspensions occurred between 1 June 2020 and 24 September 2020
- it has not been reasonably practicable for a review panel to meet in person within the original time limit of 15 school days for reasons related to coronavirus (COVID-19)
- it has not been reasonably practicable to meet via remote access for a reason relating to the conditions for a remote access meeting

To minimise uncertainty for pupils and their families, the arranging authority should reassess at regular intervals whether it is reasonably practicable to meet. If it is, they should arrange this without delay.

Remote meetings

For suspensions occurring between 25 September 2020 and 24 September 2021 (inclusive of those dates), meetings of governing boards or IRPs should be held via remote access if:

- it is not reasonably practicable for the meeting to take place in person, within the usual timescales, due to coronavirus (COVID-19)
- the governing board, or arranging authority for IRPs, is satisfied that:
- all the participants agree to the use of remote access
- all the participants have access to the technology which will allow them to hear and speak throughout the meeting, and to see and be seen, if a live video link is used
- all the participants will be able to put across their point of view or fulfil their function

- the meeting can be held fairly and transparently via remote access

The governing board, or arranging authority for IRPs, is responsible for ensuring that these conditions are met before a meeting takes place. Those who have no intention of taking part in the meeting should not be treated as 'participants' for the purposes of the conditions.

When determining if it's practicable to meet in person, the governing board or arranging authority should assess:

- the facts of the case
- the circumstances in which a meeting in person could be expected to take place
- the needs of the intended participants, as far as this is possible
- the latest public health guidance, including the actions for schools during the coronavirus (COVID-19) outbreak

Arranging a remote access meeting

The governing board or arranging authority should explain the technology they propose to use to make sure that the participants, particularly pupils and their families, know that they do not have to agree to a meeting to be held via remote access.

They should make families aware that if they do not consent to a remote access meeting then the meeting is likely to be delayed.

Where a parent or pupil has given their agreement for a meeting to be held via remote access, the other participants should accommodate that preference except in exceptional circumstances.

Governing boards, arranging authorities and panel members must:

- comply with relevant equalities legislation
- recognise that some participants may find it difficult to participate in a remote access meeting, for example if they have a disability or if English is not their first language

The governing board or arranging authority should take reasonable steps to facilitate a parent, child or young person's access to the technology required.

If a governor, trustee, panel member or other participant requires support to access or use remote access technology, the governing board or arranging authority should facilitate this to ensure the meeting can be held promptly.

Fairness and transparency

The governing board or arranging authority must assess whether a meeting can be held fairly and transparently via remote access with reference to the facts of each case. It cannot be decided by following a general policy.

If a governing board or arranging authority is not satisfied that a meeting can be held fairly and transparently via remote access, they should consider using reasonable adjustments to overcome this. They should consult with parents and pupils to take account of their wishes.

In rare cases, a governing board or arranging authority may conclude that a remote meeting would not be fair and transparent, even if the participants have given their consent for a remote access meeting. In such cases, the governing board or arranging authority should explain to the parent and the pupil why they have taken this decision.

Running the meeting

If a meeting is held via remote access, the chair must make every effort to check the participants understand the proceedings and can engage with them. This is to ensure the meeting is conducted fairly.

If, once the meeting starts, the meeting cannot proceed fairly, for example because a participant cannot access the meeting, the governing board or IRP should adjourn the meeting.

The use of remote access does not alter other procedural requirements that may apply to governing boards, arranging authorities or IRPs. For example:

- if a parent requests the appointment of a special educational needs (SEN) expert to advise a review panel, the arranging authority must appoint one and cover the cost as normal
- parents may be joined by a friend or representative, as normal

Though governing boards and IRPs must consider written representations if they are made, the law does not allow for solely paper-based 'meetings', conducted in writing.

As long as the conditions for a remote access meeting are met, it is possible for some participants to be present in person and for others to join the meeting via remote access. All the participants must have access to technology which will allow them to hear and be heard by others throughout (and to see and be seen throughout, if a live video link is used).

To help meetings run smoothly and ensure they are accessible for participants:

- provide clear instructions about how to join the meeting virtually, and distribute the relevant papers in a timely manner ahead of the meeting
- indicate a named person who participants can contact with any questions they may have beforehand
- ensure the chair is prepared to explain the agenda at the start and to provide clear guidance on how the meeting will be run, for example:
 - how participants should indicate they wish to speak
 - how any 'chat' functions should be used
 - whether there will be any breaks in proceedings
 - how participants can access advocacy services during the meeting
- consider holding a pre-meeting with attendees to check that the available technology is suitable, and all participants understand how to access the meeting

Applications for an independent review

The deadline for applications for an independent review in relation to suspensions occurring between 25 September 2020 and 24 September 2021 will be 25 school days from the date on which notice of the governing board's decision is given in writing to parents, or directly to the pupil if they are 18 or above.

Schools must wait for the extended period of 25 school days to pass without an application having been made before deleting the name of an expelled pupil from their admissions register. This is in accordance with the Education (Pupil Registration) (England) Regulations 2006 as amended.

Meetings to consider suspensions and suspensions resulting in the pupil missing more than 15 school days in a term

If a pupil is expelled or suspended which results in them having been suspended for 16 or more school days in a term, the governing board should meet to discuss reinstatement within 15 school days.

The limit will be extended to 25 school days, or as long as reasonably necessary, if:

- the expulsion or suspension occurred between 1 June 2020 and 24 September 2020
- it has not been reasonably practicable for the governing board to meet in person within 15 school days for reasons relating to coronavirus (COVID-19)
- it has not been reasonably practicable to meet via remote access for a reason relating to the conditions for a remote access meeting

Meetings to consider suspensions resulting in the pupil missing between 6 and 15 school days in a term

If a pupil is suspended which results in them having been suspended for at least 6 school days in a term but not more than 15 school days in that term, and the parent (or pupil, if aged 18 or above) chooses to make representations about the suspension, the governing board should meet to discuss reinstatement within 50 school days.

The limit will be extended to 60 days, or as long as reasonably necessary, if:

- the suspension occurred between 1 June 2020 and 24 September 2020
- it has not been reasonably practicable for the governing board to meet in person within 50 school days for reasons relating to coronavirus (COVID-19)
- it has not been reasonably practicable to meet via remote access for a reason relating to the conditions for a remote access meeting