



**WHICKHAM  
SCHOOL**

**Suspension and Exclusion  
Policy**

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## Policy Review

Last reviewed	By who	Next Review
June 2024	S Maher	July 2025
July 2025	S Maher	July 2026

## **Suspension / Exclusion Policy**

Only the Headteacher or Acting Headteacher of a school can suspend or exclude a pupil and this must be on disciplinary grounds. A pupil may be excluded for one or more fixed periods (up to a maximum of 45 school days in a single academic year), or permanently. In exceptional cases, usually where further evidence comes to light a school may issue a further suspension whilst an investigation is conducted. Students whose behaviour at lunchtime is disruptive may be suspended from the school premises for the duration of the lunchtime period. *Lunchtime suspensions are counted as half a school day.*

At Whickham School there are three levels of Suspension / Exclusion;

1. Internal Suspension – in this instance the pupil is isolated in Behaviour and Inclusion Support typically, for a minimum of 2 days. The times of BIS are 8.40am - 3:45 or 4:10pm depending upon the pupils behaviour. Parents receive a phone call from the Pastoral Leader outlining the reasons for the internal suspension. At the end of the period of suspension parents meet with the Pastoral Leader and a member of the Senior Leadership Team. A reintegration agreement is made and signed by the pupil, parent and representative of the school..

2. Suspension - in this instance work is set for the pupil and parents are given the responsibility to supervise the pupil to work at home. At the end of the period of suspension parents meet with the Pastoral Leader and a member of the Senior Leadership Team. A reintegration agreement is made and signed by the pupil, parent and representative of the school. On return to school the pupil will be supported in their reintegration by the Behaviour and Inclusion Support, typically for a minimum of two days.

3. Permanent Exclusion - the decision to permanently exclude a pupil will be taken in response to the following criteria:

- A serious breach, or persistent breaches, of the school's behaviour policy;
- Where a pupil's behaviour means allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others in school.

The Headteacher may consider a serious breach of the behaviour policy to be any of the following examples (*please note, it is not possible to foresee all possibilities and this list should not be deemed as exhaustive*):

- Arson
- Vandalism / Damage to property
- Theft
- Sexual abuse or inappropriate sexualised behaviour
- Sexual harassment or violence
- Assault
- Fighting

- Serious actual or threatened violence against another pupil or a member of staff
- Intimidation of others through verbal, virtual or physical means.
- Hate Crime
- Abuse against an individual or group of students due to their race, gender, sexuality, disability or other equality issue
- Being in possession of, under the influence of, or supplying an illegal drug
- Selling drugs including cigarettes and legal highs
- Misuse of legal or prescription drugs
- Misuse of alcohol
- Possession of a banned item
- Being in possession of drugs paraphernalia
- Being in possession of hazardous possessions – vape pens, lighters, cigarette etc
- Being in possession of an offensive weapon
- Endangering the safety of others
- Inappropriate use of IT and social media
- Breach of the school Acceptable Use policy
- Selling items on the school site
- Persistent non-compliance
- Refusal to conform to reasonable requests by staff
- Walking away from staff
- Verbal abuse
- Threatening behaviour
- Malicious allegations
- Serious disruption
- Setting off the fire alarm
- Exam Malpractice
- Unacceptable behaviour which has previously been reported and for which sanctions and other interventions have not been successful
- If a student is outside of school, not on school business and there is a clear link between the behaviour and maintaining good behaviour and discipline within the school, exclusion will be considered
- Failure to comply with reasonable requests made by members of staff including senior members of staff and taking up an inordinate amount of time dealing with poor behaviour

**Any exclusion must be made in line with the principles of administrative law, in that it is rational, reasonable, fair and proportionate. The Headteacher will refer to DfE statutory guidance.**