

What is a permanent exclusion?

A **permanent** exclusion from a Pupil Referral Unit (PRU) is the last sanction available to a head teacher when, after appropriate investigation, they believe that a pupil has very seriously misbehaved. It means that, unless an Independent Appeal Panel direct otherwise, your child will not be allowed to return to the school.

Permanent exclusion is not a step that head teachers take lightly and they will have made the decision based on the facts that;

- it is in response to a serious breach of the school's discipline policy and;
- allowing your child to remain in school would seriously harm the education or welfare of your child or of others in the school, and usually;
- a range of alternative strategies have been tried and have failed

A formal process has to be followed in the event of a permanent exclusion, and strict timescales are set by the Government for the various parts of the process.

IT IS VERY IMPORTANT THAT YOU UNDERSTAND THE PROCESS OUTLINED IN THIS LEAFLET

How will you know if your child has been excluded?

You will receive a letter from the head teacher of the PRU. This will tell you the reason for the permanent exclusion and your right to appeal to an Independent Appeal Panel. You should also be contacted by telephone wherever possible.

Independent Appeal Panel

You have 15 school days in which to appeal from the date on which you receive the letter from the head teacher of the PRU informing you of their decision to permanently exclude.

The appeal will be to an Independent Appeal Panel.

If you decide to appeal you must let the clerk to the Appeal Panel know and also send your grounds for appeal within the 15 school days, or your appeal will not be considered. It is not enough to say that you want to appeal; you must give your reasons for wishing to do so.

A parents guide to exclusion appeals will also be sent direct to you from the Local Authority.

Education during permanent exclusion

During the first 5 days, the PRU will arrange for some work to be provided. It is your responsibility to see that this work is completed and returned. This should be marked and more work provided.

During the first 5 days of a permanent exclusion your child must remain at home. It is your responsibility to make sure your child remains at home and is not present in a public place during school hours.

From the sixth day the Local Authority have a legal duty to provide your child with suitable full time education.

If the Independent Appeal Panel decide to uphold the permanent exclusion, the Local Authority will continue to provide full time education for your child.

Public Examinations

If your child would miss a Public Examination, the Local Authority should review the exclusion before the date of the examination. Contact the PRU if this is the case.

Children with Special Educational Needs

Head teachers should consider a pupil's Special Educational Needs when reaching the decision to exclude.

Support for parents of pupils with Special Educational Needs is available from the Oldham Parent Partnership Service, telephone 0161 770 3135.

Support and advice on all matters relating to exclusion from school is available from;

- Pupil Service
Level 6
Civic Centre
West Street
Oldham
OL1 1XJ

Telephone; 0161 770 3158
Email; pupils@oldham.gov.uk
- Advisory Centre for Education (ACE)
Telephone; 020 7704 9822
www.ace-ed.org.uk

Permanent Exclusions

A Guide for Parents and Carers of Pupils attending a Pupil Referral Unit

Permanent exclusion can be a very upsetting experience for you and your child. This leaflet will explain the process to you and contains contact details for further support and advice.