



Exclusions from School

What do I do if my child has been excluded?

This fact sheet can be made available in other languages or formats where appropriate by contacting 0161 770 6666 for further information please see our detailed fact sheet Information for all.

This fact sheets aims to provide information, help and advice for parents and carers whose child has been excluded from school.

What does 'exclusion' mean?

Exclusion is when a Headteacher decides a pupil should not be allowed in school due to their poor behaviour.

There are two types of exclusion:

- Fixed Term (which can include lunchtimes)
- Permanent

A fixed term exclusion is for a number of days and the pupil should go back to school after this. A school can exclude for up to 45 days in total in one school year (September-July).

A permanent exclusion is when a Headteacher decides the pupil should not return to the school at all.

What happens when someone is excluded?

The school should let you know if possible by telephone. A letter will be sent to let you know the length of the exclusion and the reason for it.

What about work for my child?

For exclusions of more than one day the school should provide some work. From day 6 onwards of any exclusion your child is entitled to full time education.

What if I am not happy about the exclusion?

If you are not happy with the decision you can write to the school's Governing Body. If the total number of days the child has been excluded for during the term is between 6 and 15, you can ask for a meeting with the governors to discuss the exclusion. If the total number of days for the term is more than 15, or for a permanent exclusion, the governors must arrange a meeting between 6 and 15 school days after the exclusion.

Can I take someone with me to the meeting?

Yes, you can take someone along for support, but let the governors know before the meeting.

Who will be at the meeting?

Three governors, a clerk, the Headteacher, and someone from the Local Authority when it is a permanent exclusion.

What happens at the meeting?

You will be sent a copy of all the paperwork about the exclusion before the meeting and this will have details about the meeting.

What can the governors do?

For a fixed term exclusion they can agree with the Headteacher or decide to let your child back at an earlier date.

For a permanent exclusion they can agree with Headteacher or decide to let your child back into school.

Can I appeal if I do not agree with the decision?

For permanent exclusions you have a right of appeal to an Independent Appeal Panel, and details about this will be sent to you from the LA.

Do I need to find another school?

Local Authorities must provide full time education for permanently excluded pupils and this will be arranged by the Authority where you live.

What else do I need to know and what if I've more questions?

When your child has been excluded from school, it can be a worrying time for you and your child.

Pupil Service can talk to you about what has happened and offer advice.

You can contact them at the address below:

Pupil Service,
Level Six,
Civic Centre,
West Street,
Oldham,
OL1 1XJ.

Tel: 0161 770 3158

Email pupils@oldham.gov.uk

More information can also be found on the Oldham MBC website www.oldham.gov.uk under Pupil Service.

We want to provide good quality services for people in Oldham and as we are a public service you have a say in what we do. We want you to be completely satisfied with our services but to ensure this we need to know what you think. What we do best? Where could we improve things? Do you have any ideas or suggestions? Only by listening to you can we give you the service you deserve.

If you wish to make a comment about our services you can email us on customer.feedback@oldham.gov.uk or you can phone us on 0161 911 4191 or you can write to:

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