



## Exclusions and Rights of Appeal

- **Fixed period exclusion of 5 school days or fewer in one term, and where a public examination is not missed**

A Parent/Carer has the right to make representations about this decision to the governing body.

If you do wish to make representations to the governing body and wish to be accompanied by a friend or representative (at your own expense), please contact Mrs Keegan at the College ([pa@st-ambrosecollege.org.uk](mailto:pa@st-ambrosecollege.org.uk)) as soon as possible.

Whilst the governing body has no power to direct reinstatement, they must consider any representations you make and may place a copy of their findings on your child's school record.

- **Fixed period exclusion of more than 5 and up to and including 15 school days in total in one term, or where a public examination would be missed.**

A Parent/Carer have the right to request a meeting to the school's Governor Discipline Committee to whom you may make representations and a request for the decision of the Principal to exclude, to be reviewed. As the length of the exclusion is more than 5 school days in one term the discipline committee must meet if you request it to do so. The latest date by which the governing body must meet is 50 school days from the date of notification to Governors.

If you do wish to make representations to the governing body and wish to be accompanied by a friend or representative (at your own expense), please contact Mrs Keegan at the College ([pa@st-ambrosecollege.org.uk](mailto:pa@st-ambrosecollege.org.uk)) as soon as possible.

- **Fixed period exclusion which brings the exclusions to more than 15 school days in total in one term**

As the length of the exclusion is more than 15 school days in total in one term the governing body must meet to consider the exclusion. At the review meeting you may make representations to the governing body if you wish. The latest date on which the governing body can meet is **no later than 15 school days from the date the governing body is notified.**

If you wish to make representations to the governing body and wish to be accompanied by a friend or representative (at your own expense), please contact Mrs Keegan ([pa@st-ambrosecollege.org.uk](mailto:pa@st-ambrosecollege.org.uk)) 0161 980 2711 as soon as possible.



You will, whether you choose to make representations or not, be notified by the Clerk to the governing body of the time, date and location of the meeting.

- **Permanent exclusion**

For a permanent exclusion the governing body must meet to consider it. At the review meeting you may make representations to the governing body and ask them to reinstate your child in the school. The governing body has the power to reinstate the child immediately or from a specified date, if the decision to exclude was not considered to be lawful, reasonable or procedurally fair. Alternatively it has the power to uphold the exclusion in which case, you may apply for a review of their decision by an Independent Review Panel.

The latest date by which the governing body must meet is **no later than 15 school days from the date on the exclusion letter.**

If you wish to make representations to the governing body and wish to be accompanied by a friend or representative (at your own expense), please contact Trust Governor Services ([enquiries@trustgs.co.uk](mailto:enquiries@trustgs.co.uk)) 0161 348 7188, as soon as possible.

You will, whether you choose to make representations or not, be notified by the Clerk to the governing body of the time, date and location of the meeting. You may, if you wish, invite a representative of the local authority to attend the governors meeting as an observer. If you wish to do so please advise Mrs Keegan.

## **Supplemental Notes**

Please advise if you have a disability or special needs which would affect your ability to attend the meeting. Also, please inform Mrs Keegan, if it would be helpful for you to have an interpreter present at the meeting.

If you think this exclusion relates to a disability your child has, and you think disability discrimination has occurred, you may raise this issue with the governing body. You can also make a claim of disability discrimination to the SEN and Disability Tribunal (SENDIST), [sendistqueries@hmcts.gsi.gov.uk](mailto:sendistqueries@hmcts.gsi.gov.uk), Telephone: 01325 289 350. Making a claim would not affect your right to make representations to the governing body.