

Permanent exclusion should be the last resort. It should only happen if there are no alternatives to exclusion e.g. transferring the child to another school (known as a managed move), or giving the child the chance to improve their behaviour by attending an alternative provision for support with managing their behaviour.

The school's governing body's disciplinary committee (GBDC) must review the decision to exclude your child permanently within 15 school days of the decision to exclude.

Internal isolation/exclusion/

This involves removing your child to a separate room from their main classroom which instead of sending them home or excluding them. It offers short-term teaching and support programmes tailored to the needs of pupils who need help in improving their behaviour, attendance or attitude to learning.

What must the headteacher/principal do when they decide to exclude your child

When the headteacher/principal decides to exclude your child, whether for a fixed term or permanently, they must:

- tell you without delay of the exclusion and the reason for it in writing and
- provide you with the following information:
 - the reason(s) for the exclusion;
 - the period of a fixed-period exclusion or, if the exclusion is permanent
 - the fact that you have the right to make representations about the exclusion to the governing board and how your child may be involved in this;
 - your right to attend the GBDC, to be represented at that meeting and to take a friend with you (permanent exclusions and fixed term exclusions of more than 15 days in a school term)
 - that your child must not be in a public place during school hours while they are excluded
 - tell you what arrangements will be made for your child's education during the period of exclusion.
- inform the governing body and the local authority of their decision if the exclusion is permanent, or for more than five school days,