



Kaleidoscope School: Suspension and Permanent exclusion policy

1. Aims

Kaleidoscope School is committed to providing a safe, inclusive, and nurturing environment in which all pupils — including those with complex SEND profiles — can thrive academically, socially, emotionally, and physically. This policy sets out how the school manages suspensions and permanent exclusions in a lawful, fair and transparent manner.

This policy aims to:

- Apply suspension and exclusion processes **fairly, consistently, and lawfully** in line with statutory DfE guidance.
- Demonstrate compliance with the **Independent School Standards (ISS)**, particularly Parts 1, 2, 3, 6, 7 and 8.
- Align practice with the **renewed Ofsted Education Inspection Framework (EIF)** for independent special schools.
- Protect pupils' welfare and ensure their education continues during any period of removal.
- Prevent any pupil from becoming NEET.
- Prevent unlawful exclusion, including any form of **off-rolling**, in line with Ofsted definitions.
- Promote a school culture where behaviour is understood developmentally and supported through positive, personalised interventions.

2. Compliance and Legislative Framework

This policy is based on the following statutory and regulatory requirements:

- *Education Act 2002 and Education Act 2011*
- *Education and Inspections Act 2006*
- *Education Act 1996*
- *The School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012*
- *Equality Act 2010*
- *Children and Families Act 2014*
- *DfE: Suspension and Permanent Exclusion Guidance*
- **Education (Independent School Standards) Regulations 2014** – Parts 1, 2, 3, 6, 7 and 8
- **Ofsted Independent School Inspection Toolkit (2026)**
- **Ofsted Framework Updates 2024–2026**, including AP oversight, attendance analysis & coding expectations (C2)

Policy Date: May 2026

Policy review date: May 2027

3. Definitions

Suspension: A fixed-period removal from school.

Permanent Exclusion: Permanent removal from the school roll following statutory processes.

Managed Move: A voluntary, agreed transfer to another school as part of a structured intervention.

Parent: Any individual with parental responsibility.

4. Principles and Culture

4.1 Unlawful Off-Rolling

Kaleidoscope School does **not** remove pupils from roll or encourage elective home education where the move primarily benefits the school rather than the pupil. This reflects Ofsted's definition of off-rolling and ISS Part 8 expectations for ethical leadership.

4.2 Safeguarding

All decisions regarding suspensions and exclusions will be made with full regard to **Part 3 of the ISS** and the school's safeguarding policy.

4.3 SEND and Vulnerable Pupils

Consistent with the new Ofsted framework, the school acknowledges that challenging behaviour may reflect unmet SEND needs. Before any exclusion is considered, leaders must evidence:

- Review of EHCPs, assessments, therapeutic inputs and behaviour plans
- Evidence of reasonable adjustments and intervention fidelity
- Multi-agency consultation where relevant
- Analysis of whether behaviour may be a manifestation of trauma, SEND or environmental factors

5. Roles and Responsibilities

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5.1 Head of School

Only the Head (or appointed acting Head) may suspend or permanently exclude a pupil. Decisions are made:

- On the **balance of probabilities**
- In response to **serious or persistent breaches** of behaviour expectations
- Where the continued presence of the pupil would seriously harm the welfare or education of others

The Head must:

1. Review all evidence, including whether the event was provoked.
2. Ensure the pupil can give their account, with advocate support where needed.
3. Consider SEND needs, vulnerability and reasonable adjustments.
4. Evidence that alternatives (e.g., managed move) were considered.

6. Communication with Parents, Directors, and LA

6.1 Parents

Parents will be informed **without delay** of:

- Reasons for the exclusion
- Duration (or permanence)
- Their right to make representations
- Expectations regarding attendance in the first five days
- Alternative provision arrangements

6.2 Local Authority

All suspensions and permanent exclusions are reported to the relevant LA **without delay**.

6.3 Social Worker / Virtual School Head

Where a pupil has a social worker or is looked-after, communication is immediate.

7. Preventing Unlawful Exclusion & Early Intervention

Before exclusion is considered, leaders must demonstrate:

- Evidence-based behaviour support plans
- Personalised SEND interventions
- Pastoral and therapeutic involvement
- Multi-agency reviews for pupils with vulnerabilities

8. Considering Reinstatement

The Board will evaluate:

- Whether the Head's decision was lawful and procedurally fair
- Safeguarding factors
- SEND considerations
- Alternative strategies explored

9. Independent Review Panel (IRP)

Parents may request an IRP within 15 school days. Panels will be constituted per statutory guidance and the ISS requirement for trained and impartial oversight. Panel obligations follow DfE and Ofsted expectations and include consideration of:

- SEND expert reports (where requested)
- Social worker or VSH representations

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Policy review date: May 2027

- Whether the governance was procedurally flawed

Outcomes may include:

- Upholding exclusion
- Recommending reconsideration
- Quashing the decision and directing reconsideration

10. Admissions Register & Attendance Coding

The school will amend the admissions register only when statutory conditions are met. Coding will reflect current DfE/Ofsted standards.

The school will use DfE-approved attendance codes.

Suspension code: ****E****

Alternative provision code (if off-site): ****B****

Unauthorised absence: ****O****

Cancelled/rescinded exclusions will be removed from the register in line with DfE 2024 protocols.

11. Reintegration after Suspension

A structured reintegration strategy will be implemented, which may include:

- Reintegration meeting (with parents present)
- Daily check-ins
- Mentoring and SEMH support
- Updated risk assessments
- SEND review and adjustments

Reintegration must reflect Ofsted's focus on welfare, inclusion and strong culture under the renewed EIF.

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12. Monitoring, Data.

The school governance members will analyse exclusion data:

- By age, SEND profile, protected characteristics
- Termly patterns
- Repeated suspensions
- Impact of interventions
- AP usage and outcomes

The school governance will scrutinise this data in line with ISS Part 8 and Ofsted's strengthened expectations for leadership and culture.

14. Links to Other Policies

This policy must be read alongside:

- Behaviour Policy
- Safeguarding & Child Protection Policy
- SEND Policy
- Complaints Policy
- Curriculum Statement