



St Peter's C of E (Aided) Primary School

Little Green Lane, Farnham, Surrey, GU9 8TF

☎: 01252 714115 Fax: 01252 721215

✉: info@stpeters-farnham.surrey.sch.uk

www.stpeters-farnham.surrey.sch.uk



Our Vision Statement

At St Peter's we have high expectations where everyone flourishes, achieves and succeeds within a safe, inclusive Christian community. We promote gospel values of independence, respect and empathy. Through an exciting curriculum, children are inspired to find joy as lifelong learners and active world citizens.

SUSPENSION & EXCLUSION POLICY

Person Responsible:	Head Teacher
Committee Responsible:	Children & Learning Committee
Review Period:	Every 3 years or in light of any new regulation
Status:	Statutory
Date Adopted:	Spring Term 2026
Next review:	Spring Term 2029
Ratified by Governors on:	28 January 2026

It is the policy of St Peter's Primary School to try to deal with all behavioural issues in an active, positive way, employing a wide range of strategies, to avoid such issues reaching the point of exclusion. (See Behaviour and Discipline Policy). Suspensions and exclusions are extremely rare in this school. They take place only for very serious incidents or when other strategies have been tried and have failed over time.

In most cases suspension or exclusion will be the last resort after a range of measures have been tried to improve the pupil's behaviour and after a range of strategies have been put in place to address the inappropriate behaviour which may lead to exclusion.

Should the need for suspension or exclusion arise, following a sustained period of unacceptable behaviour or a single case of extremely serious, dangerous and/or violent act, the school will adopt the following recommended approach.

- Parents/guardians will be notified immediately by telephone and asked to remove their child from the school
- They will be given a formal letter outlining the reason for suspension or exclusion, the suspension/exclusion process and details of procedures they may wish to adopt e.g. appeals procedure.
- The Chairman of Governors will be notified at the time suspension/exclusion is decided, as will the appropriate agencies.
- There will be a re-integration meeting on the child's return to school which the parents should attend, where a plan is agreed to support the child.

Should it be decided, for whatever reason, that the matter needs to be put in the hands of another agency, i.e. the incident leads to the discovery that there is a Child Protection issue, the school will continue to monitor the situation and work closely with that agency.

It is hoped that in most cases following a suspension or exclusion, the child will be able to return to school and that the rescue programme will promote in him/her a more positive attitude and a subsequent improvement in behaviour.



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Should a parent feel that the school has not dealt with the situation satisfactorily, the parents can Appeal. Information regarding appealing can be found on the suspension/exclusion letter. All appeals will be made to the clerk of governors using the email address provided in the letter.

The Head Teacher and staff will identify pupils whose behaviours place them at risk of suspension/exclusion, and seek additional provision to meet their individual needs, which could include working in partnership with other agencies.

Fixed term exclusions, now called suspensions, and permanent exclusions are used when other strategies and sanctions have not been effective over time or when there has been a single clear and serious breach of discipline.

A serious offence could by itself justify a pupil's suspension/exclusion. This may include an aspect of the following:

Physical assault against pupil

Includes:

- Fighting
- Violent behaviour
- Wounding
- Obstruction and jostling

Physical assault against adult

Includes:

- Violent behaviour
- Wounding
- Obstruction and jostling

Verbal abuse / threatening behaviour against pupil

Includes:

- Threatened violence
- Aggressive behaviour
- Swearing
- Homophobic abuse and harassment
- Verbal intimidation
- Carrying an offensive weapon

Verbal abuse / threatening behaviour against adult

Includes:

- Threatened violence
- Aggressive behaviour
- Swearing
- Homophobic abuse and harassment
- Verbal intimidation
- Carrying an offensive weapon

Bullying



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Includes:

- Verbal bullying
- Physical bullying
- Homophobic bullying
- Racist bullying

Racist abuse

Includes:

- Racist taunting and harassment
- Derogatory racist statements
- Swearing that can be attributed to racist characteristics
- Racist bullying
- Racist graffiti

Sexual misconduct

Includes:

- Sexual abuse
- Sexual assault
- Sexual harassment
- Lewd behaviour
- Sexual bullying
- Sexual graffiti

Drug and alcohol related

Includes:

- Possession of illegal drugs
- Inappropriate use of prescribed drugs
- Drug dealing
- Smoking
- Alcohol abuse
- Substance abuse

Damage

Includes damage to school or personal property belonging to any member of the school community:

- Vandalism
- Arson
- Graffiti

Theft

Includes:

- Stealing school property
- Stealing personal property (pupil or adult)
- Stealing from local shops on a school outing
- Selling and dealing in stolen property

Persistent disruptive behaviour



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Includes:

- Challenging behaviour
- Disobedience
- Persistent violation of school rules

Other

Includes incidents which are not covered by the categories above, but this category should be used sparingly

Suspension/Exclusion

Each individual situation will be investigated according to need. The Head Teacher will gather evidence; seek the opinions and advice of colleagues. The views of the pupil/s will also be sought to gain the full picture before action is taken. If satisfied that, **on the balance of probabilities**, the pupil did what he or she is alleged to have done; the Head Teacher may suspend/exclude the pupil.

Managing serious or persistent problems

- We accept that it is the behaviour that is the problem and not the child.
- The behaviour of children giving cause for concern will be assessed.
- Triggers or antecedents established.
- Individual programmes will be planned to help modify inappropriate behaviour
- The child may be referred for some extra support, eg ELSA (emotional literacy support)
- Parents will be invited to discuss their child's behaviour and an individual
- A programme drawn up. They will be kept informed of progress.

Individual Behaviour Support Plans

Behaviour Support Plans will be used to help pupils at risk of suspension/exclusion in order to support him/her to make correct behaviour choices. They will:

- identify objectives and address one target at a time
- include strategies for managing the environment, the class or group, the activities which give rise to the inappropriate behaviours
- emphasise teaching the child alternative positive behaviours
- specify the behaviour that is unacceptable, and the consequence should it occur e.g. time-out, reporting to Head Teacher etc
- include some form of self-assessment – e.g. chart to grade own behaviour during a session – to encourage responsibility for own behaviour

Classrooms

Teaching and learning must be able to take place undisturbed in classrooms. If this is prevented from happening by an individual or group, the behaviours must be tackled.

The aim of our positive behaviour management policy is:

- to help pupils realise the appropriate behaviour and provide strategy/guidance on putting it right
- to reward positive behaviour
- to help support behaviour modification if pupils persist in making 'wrong' choices with their behaviour.



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To support good behaviour, we have a clear process that is shared with the children. Class rules are established with each class. These are regularly reinforced to ensure that the children are clear about the levels of expectation of their behaviour and reviewed to ensure consistent use across the whole school.

Types of exclusion

1. Suspension (previously called a fixed term exclusion)

This is used when persistent inappropriate behaviour continues over time or if a one-off serious offence is committed.

2. Permanent Exclusion

Permanent Exclusion is very rare as it is a very serious matter and is never undertaken lightly. Only the Head Teacher can permanently exclude a pupil or a named deputy if the Head Teacher is out of school.

The Head Teacher may decide to permanently exclude a pupil only when s/he is sure that:

- the pupil has seriously breached the school's discipline policy.
- if the pupil remains in school, it would seriously harm the education or welfare of the pupil or others in the school.

There is a formal process for all exclusions, and these have to be reported to the Local Authority. The school is able to seek advice from the relevant LA officers, such as the Inclusion Officer and the Exclusion Officer if necessary.

Parents are able to seek advice from the local Surrey Parent Partnership service if they have concerns and may also contact the school's governors following an exclusion if they wish to.

Parents of all pupils who are excluded on a fixed term will be invited to a reintegration meeting, usually on the pupil's first morning back into school, so that an appropriate way forward can be agreed.