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Children, Families and Cultural Services

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Headteachers of all Nottinghamshire schools and academies

Dear Colleagues,

Guidance on Exclusion Procedures

I am writing to all Head Teachers of all Nottinghamshire schools and academies to remind you of the arrangements relating to the exclusion of pupils from schools. The current DfE guidance '**Improving behaviour and attendance: guidance on exclusion from schools and PRUs**' was re-published in 2008 and provides the definitive guidance on these matters. It can be accessed through the link: <https://www.education.gov.uk/publications/eOrderingDownload/Exclusion%20guidance%202008.pdf>

Following the proposed changes in the Education Bill the DfE will be consulting on both the revised guidance and the new regulations after Royal Assent. The new provision will come into force on 1 September 2012 and the current guidance will continue to apply until then. The procedures identified in the guidance document apply to all maintained schools. Academies are advised that they should not depart significantly from those procedures without good reason.

A couple of issues have arisen recently when it was assumed that academies were operating different procedures from those of maintained schools and some misleading messages may have been given. I would therefore like to confirm that the operating guidance contained within the 2008 version of '**Improving behaviour and attendance: guidance on exclusion from schools and PRUs**', will remain in place until such time as revised procedures are implemented. This is unlikely to be before September 2012. This guidance identifies the procedures to be followed in relation to:

- procedures for excluding a pupil
- informing the Local Authority
- responsibilities of the governing body
- independent appeals panels

I am copying this letter to the County Council's Democratic Services confirming that they will need to continue to provide the Independent Appeals function for all Nottinghamshire Schools.

If you wish to discuss any matters arising from this letter please do not hesitate to contact me.

Yours sincerely



John Slater
Service Director
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Children, Families and Cultural Services Department