

What happens about the child's education now?

The Local Authority will take responsibility to ensure that a suitable education provision is provided for the pupil, the school will provide work while this is arranged.

Where can I read more about exclusions?

School must follow the government exclusion guidance. *Exclusion from maintained schools/academies and pupil referral units in England*

www.education.gov.uk/schools/pupilsupport/behaviour/exclusion

<http://www.gloucestershire.gov.uk/schoolsnet/exclusions>

Sources of help and information

The Virtual School are able to support the Children in Care Transfer process.

Please contact

Jackie Ellis
Education Inclusion Lead

The Virtual School

The Tri Service Centre
Waterwells Business Park
Waterwells Drive
Quedgeley
Gloucester
GL2 2AX

Tel: 01452 328360

Jackie.ellis@gloucestershire.gov.uk

Coram Children's Legal Centre

Provide free legal advice and information to parents on education matters, including exclusions. They can be contacted on 0808 802 0008 or on <http://www.childrenslegalcentre.com/>

The advice line is open from 8.00 am to 8.00 pm Monday to Friday



Permanent Exclusion Children In Care Transfer Protocol

Guidance for Head Teachers

What is the CiC Transfer Protocol?

For Children in Care in Gloucestershire, the CiC Transfer Protocol provides an alternative to permanent exclusion. It allows the head teacher to withdraw the permanent exclusion and decisions about the next steps for the child to be made quickly.

How does the protocol work?

The head teacher will convene a meeting within 5 days of the permanent exclusion, to discuss the pupil needs and the support available.

At this meeting, there should be the social worker, foster carer / parent and a governor, who can make a decision on behalf of the school governing body. The meeting will be chaired by the Inclusion Lead of the Virtual School.

The Head will present the case for the permanent exclusion, providing evidence that the decision was reasonable, fair, proportionate and lawful.

The professionals present will then have an opportunity to comment on the permanent exclusion and decide if the CiC Protocol should be evoked or if the matter should go to a full governor's disciplinary hearing.

The social worker must agree to use the CiC transfer.

Next Steps ...

The head teacher will write to the parent/ carer and the **Social Worker**, to advise that the permanent exclusion has been rescinded. They will also notify the local authority of this decision, by emailing a written record to schoolexclusions@gloucestershire.gov.uk

The Local Authority will take responsibility to ensure that a suitable education provision is provided and the pupil remain on the school register, coded a D – dual registered.

Once a new educational setting is found the pupil will be removed from the school roll.

In the event of Y11 CiC transfers, this matter will be considered on an individual basis.

If the decision is NOT to evoke the CiC protocol.

The governors will hold a disciplinary hearing within the first 15 school days following the permanent exclusion.

Governors have a duty to review exclusions, using government guidance.

They will invite the head teacher to give the reasons for the exclusion.

They may ask the head teacher to explain the support that the school have offered in order to avoid exclusion.

They will also give an opportunity for the parent / carer and the social worker to give their view about the exclusion, and to ask questions.

Governors can make one of two decisions

1. To uphold the head teacher's decision, or
2. To overturn the head teacher's decision.

If the head teacher's decision is upheld by the governors, Parents will have a right to ask for an independent review panel to consider the decision again. You will be given details about this in the governors' letter informing you of their decision following the meeting.