

## Contacts

### Cheltenham –

Families First Plus – 01452 328160

Children and Families team - 01242 532425

### Cotswold –

Families First Plus – 01452 328101

Children and Families team - 01285 881029

### Forest of Dean -

Families First Plus – 01452 328048

Children and Families team - 01594 820577

### Gloucester North –

Families First Plus – 01452 328076

Children and Families team - 01452 328018

### Gloucester South -

Families First Plus – 01452 328076

Children and Families team - 01452 427852

### Stroud -

Families First Plus – 01452 328130

Children and Families team - 01453 760530

### Tewkesbury -

Families First Plus – 01452 328250

Children and Families team - 01452 328207

### The Multi-Agency Safeguarding Hub (MASH) -

01452 426565

If you are not sure who is the social worker for the child, or if you have a broader query about a Child Protection or Safeguarding issues, you can contact the Multi-Agency Safeguarding Hub on 01452 426565

### Safeguarding Manager for Education: -

Georgina Summers – 07388 715883

[gsep@gloucestershire.gov.uk](mailto:gsep@gloucestershire.gov.uk)

## Contacts continued

**Education Inclusion Service** 01452 427360

**Exclusion Lead** Victoria Burt

### Inclusion Officers:

#### Cheltenham & Tewkesbury

- Laura Nutland, Stefan Heasman, Tracy Knight, Cath Jones

#### Gloucester & Forest

- Brian Gazzard, Stacey Bayliss

#### Stroud & Cotswolds

- Susan Janneh, Andrew Williamson, Sharon Holroyd, Helen Kay, Lauren Deponeo

### Educational Psychology Service -

County Wide Senior EP, Greg Cotton - 01452 328050

- Cheltenham - 01452 328771
- Forest - 01452 328910
- Gloucester - 01452 328004
- Stroud - 01452 328131

### Advisory Teaching Service -

- Gloucester –  
**Roz Rees** - Tel: 01452 426955
- Forest –  
**Roz Rees** - Tel: 01594 823102
- Stroud –  
**Di Caesar/Clare Tongue** - Tel: 01452 583728
- Cheltenham/Tewkesbury/ & Cotswolds –  
**Gill Wade** Tel: 01452 324376

Statutory and local authority guidance can be found at:-

[Government Guidance on Suspension and Permanent Exclusion from maintained schools, Academies and pupil referral units in England including pupil movement](#)

[The Gloucestershire exclusions pack is to help schools apply statutory guidance and to provide additional information about Gloucestershire's policies and procedures relating to preventing and managing exclusions.](#)

## Gloucestershire Safeguarding Children Partnership



Safeguarding in Education Team

# Child Protection and suspension/ permanent exclusion from school

[www.gloucestershire.gov.uk/gscp](http://www.gloucestershire.gov.uk/gscp)

## Government Suspension and Permanent Exclusion Guidance

Current guidance directs headteachers to formally record and specify the length of the suspension in every instance where a child is sent home for disciplinary reasons. Head teachers should ensure that:

- *they are meeting their legal duty of care towards pupils, and that parents/carers are formally notified of the suspension*
- *child protection issues are taken into account e.g. bearing in mind the child's age and vulnerability*
- *a parent/carer is at home and the child is not placed at risk by, for example, being left to wander the streets*

Suspensions should not be issued in the heat of the moment. Suspensions should be considered if there is an immediate threat to the safety of others in the school or the pupil concerned. Before deciding whether to suspend a pupil, or permanently exclude, the headteacher should consult the Governments Statutory guidance as well as the Local Authority Guidance.

### Child Protection Plans

A Strategy Discussion is held whenever there is reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm.

An initial child protection conference is convened in cases where a strategy discussion concludes that a child is at risk of significant harm. If the judgement of that conference is that the risk continues, a core group of significantly involved professionals contributes to a Core Assessment of the child's needs.

The assessment informs the subsequent Child Protection Plan (CPP) that comprises a multi-agency approach to reduce the risk to an acceptable level.

## Role of the Designated Safeguarding Lead (DSL) in school

Working with the headteacher, the DSL is responsible for maintaining a confidential record of all pupils for whom there are CP issues or who have a CPP and for managing the education contribution to the CPP.

A child for whom there are CP issues or a CPP is more at risk of harm if their family is placed under unexpected stress. Any suspension/exclusion can create stress and each school will need systems that allow current information about a child's situation to be considered when the headteacher is thinking about suspension/exclusion.

The DSL can advise the headteacher and contact children's social care before the headteacher takes action to suspend/exclude. In discussion with the headteacher or DSL, the social worker may decide to call a core group meeting for a child with CPPs to plan how to ensure the child is kept safe from significant harm.

## The decision to suspend/permantly exclude

In the case of a child with a CPP the Headteacher must consult the social worker as per this guidance. It may be appropriate for the headteacher to delay the dates for suspension to allow the social worker to plan how to ensure the child is kept safe from significant harm during the suspension. The headteacher may issue an internal isolation for the intervening days in school.

If a parent does not comply with suspension, e.g. by sending the suspended excluded child to school, or by refusing to collect, the school must consider the child's safety in deciding what action to take. Any suspension should not be enforced if doing so may put the safety of the child at risk. The social worker may help to resolve the issue with the parents of any child with a CPP.

## Education, Performance and Inclusion

### The Education Inclusion Service can help Headteachers and other senior school staff to:

- review strategies and procedures to prevent escalating behaviour that may lead to suspension/permanent exclusion
- support with use of the Graduated Pathway to reduce risk of PEX and consider preventative measures to avoid suspension/permanent exclusion
- support with setting up and monitoring Pastoral Support Plans (PSPs) for individual children – if MP/MP+ not in place.
- resolve difficult issues relating to child behaviour
- support with alternatives to suspension/permanent exclusion such as managed moves to another school

The social worker must be actively involved in any PSP or Managed Move for a child with a CPP.

### Special Educational Needs

Current statutory guidance on identifying, assessing and making provision for pupils with SEN, including those with Social, Emotional and Mental Health Needs (SEMH) is given in the Special Educational Needs Code of Practice. Headteachers must have regard to this guidance when considering suspension/exclusion.

### For any child with a CPP who

- has a EHC Plan or who is on the graduated pathway and
- or who is at risk of suspension/exclusion

The school should invite the social worker to an EHCP review. It may be appropriate to review the EHCP as part of a broader multi agency review of the child's needs or to complete the EHCP review before a planned core group meeting.

The DSL will be able to share the outcomes of the review at any future meeting regarding the CPP.