

SUSPENSIONS AND EXCLUSIONS POLICY

REFERENCE:	01
OWNERSHIP:	The Patch Project
AUTHORISED BY:	H Goodier
REVIEW:	Oct 2037

Suspension and Exclusion

The Patch Project are against exclusions. However, we do acknowledge that there are times when, as a last resort, or as a direct consequence of a serious behaviour incident, a period of suspension is necessary. We also recognise that it is the reflection and restorative conversations following a period of suspension, rather than the suspension itself, that presents the greatest opportunity for learning from mistakes made. To this end, suspensions may be referred to as 'reflection time' with the young person being expected to consider or carry out specific questions or activities that will help them begin to explore the events that led to the suspension. Prior to their reintegration, The Patch Project staff will facilitate a 'restorative conversation'. By using a restorative method, it is hoped that the young person will realise the impact of their actions, have a better understanding of another person's perspective and have a more positive outlook going forwards.

Suspensions

- Before deciding that an suspension is necessary, staff should consider all other suggested sanctions and interventions. The decision to suspend is one that the Provision does not take lightly and will be sanctioned only when all other routes to supporting a young person have been exhausted or when a young person exhibits behaviour that would lead to harm if they remained with us.

- Only the Provision Lead (or in their absence, a member of the Education Leadership Team) is authorised to suspend a young person on a fixed-term basis. Before a decision is made, the Provision Lead should speak to a member of the Education Leadership Team if possible. This is so that a dialogue can take place to establish whether there are any other options available. If it is not possible to contact an Education Leadership Team member before the young person is required to leave site, the Provision Lead must speak to an Education Leadership Team member before a decision is taken on the length of the suspension.
- The Provision Lead and Education Leadership Team member (both Designated Safeguarding Leads) should also consider any child protection concerns that may impact the notification and enactment of an suspension.
- While The Patch Project may refer to exclusions as 'Reflection Time', a sending home of any type is an suspension and is to be recorded and dealt with as such. Sending young people home for poor behaviour or engagement on any other basis is unlawful and an alternative must be found for dealing with this.
- Daily welfare checks should be made during periods of suspension.
- Staff must follow the steps in the Suspension Flow Chart to ensure that all suspensions follow the correct legal process.

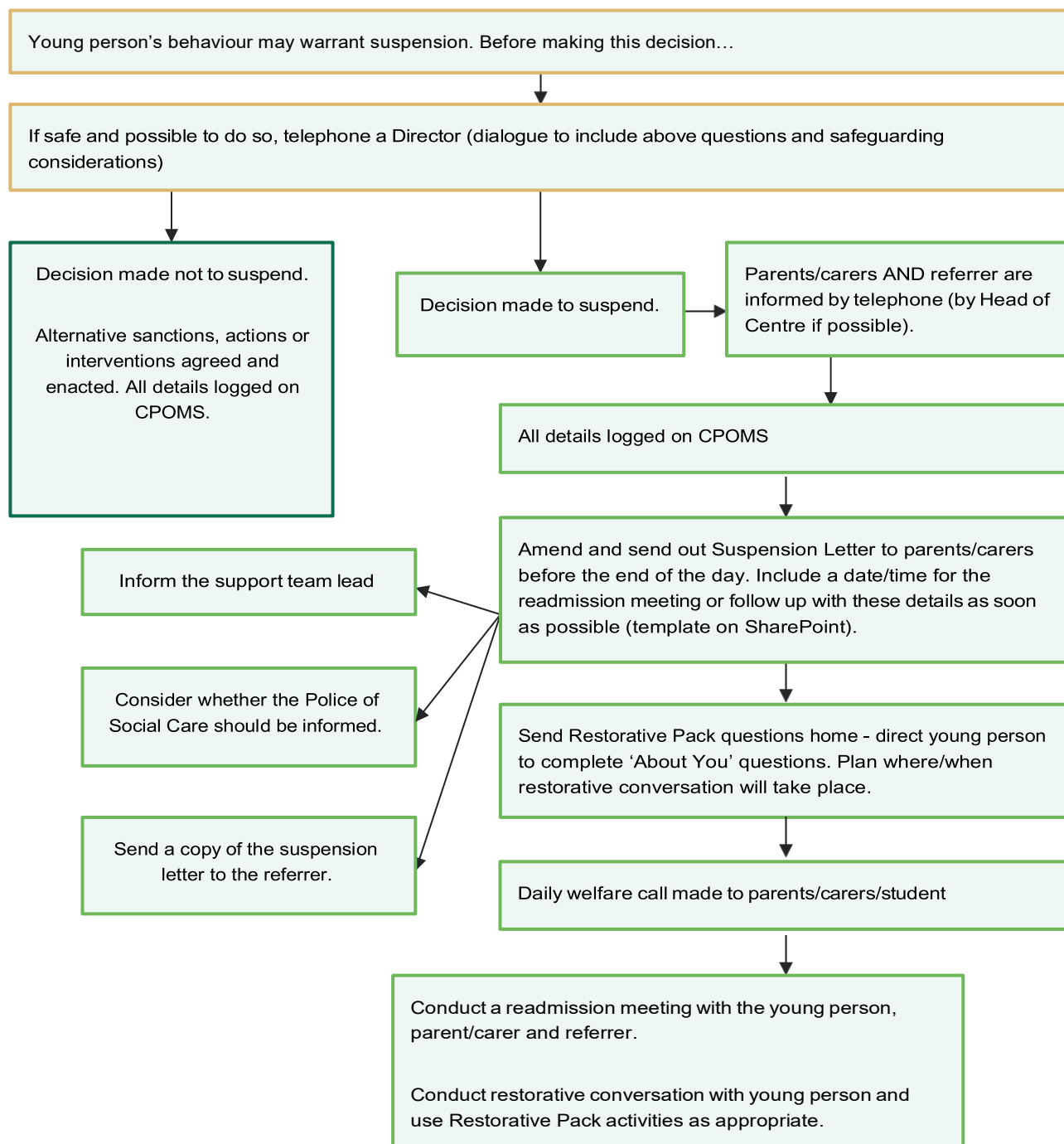
Permanent Exclusions

1. Because each young person remains the responsibility of their referrer while they are placed at The Patch Project does not 'permanently exclude'. Instead, The Patch Project may close a young person's place in agreement with a referring school/agency.
2. Referring schools/agencies must be involved in discussions leading to any decision to close a place as the responsibility remains with them for making ongoing arrangements for that student.
3. On a case-by-case basis, The Patch Project will always be prepared to consider re- admitting a young person where it is clear that the circumstances for the original close of place have changed.

Suspension Flow Chart

These steps must be followed for all exclusions to ensure that the correct legal process takes place.

Please note – only the Provision (or in their absence, a member of the Education Leadership Team) is authorised to make a suspension.



VERSION CONTROL

Version	Date	Change Summary	Author/Reviewer	Approved by:
1	Oct 2025	Initial	Hazel Goodier	