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Suspension Policy

Date: September 2026

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כי נר מצוה ותורה אור

A love for learning. A love for Torah. A love for Israel. A love for each other.

1. PURPOSE AND PRINCIPLES

At the Independent Jewish Day School (IJDS), we believe that good behaviour is essential to creating a calm, safe and supportive environment in which every pupil can learn, thrive and feel valued.

The school promotes high standards of behaviour through its Behaviour Policy, consistent expectations, positive relationships, appropriate consequences and targeted support.

Suspension and permanent exclusion are serious sanctions and are used only when appropriate and necessary. A suspension may be necessary where there has been a serious breach, or persistent breaches, of the school's Behaviour Policy, or where the seriousness of an incident means that removal from school is necessary to protect the education, welfare or safety of pupils or staff.

Permanent exclusion is a sanction of last resort and will only be considered where the circumstances meet the legal requirements for permanent exclusion.

The school will always seek to ensure that decisions to suspend or permanently exclude are lawful, reasonable, fair and proportionate.

This policy should be read alongside the school's:

- Behaviour Policy
- Safeguarding and Child Protection Policy
- SEND Policy
- Attendance Policy
- Anti-Bullying Policy
- Complaints Policy
- Equal Opportunities Policy
- Restrictive Physical Intervention Policy

The school will have regard to the Department for Education's statutory guidance [Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement](#), as amended from time to time.

This policy also aims to secure a pupil's right to an education despite having been suspended, by ensuring that appropriate arrangements are in place.

2. LEGISLATION AND GUIDANCE

This policy has regard to the following legislation and statutory guidance:

- Education Act 1996
- Education Act 2002, as amended
- Education and Inspections Act 2006
- Equality Act 2010
- Children and Families Act 2014
- School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012, as amended
- Education (Provision of Full-Time Education for Excluded Pupils) (England) Regulations 2007, as amended
- Education (Educational Provision for Improving Behaviour) (Application to Academies and Pupil Referral Units and Minor Amendments) Regulations 2026
- School Attendance (Pupil Registration) (England) Regulations 2024
- SEND Code of Practice: 0 to 25 years

- Department for Education guidance on Behaviour in Schools
- Department for Education statutory guidance on Suspension and Permanent Exclusion
- Keeping Children Safe in Education
- Working Together to Improve School Attendance
- The school will comply with all statutory requirements applicable to academies.

3. DEFINITIONS

Suspension

A suspension is the temporary removal of a pupil from school for disciplinary reasons. It may be for one or more fixed periods.

A pupil may be suspended for a maximum of 45 school days in any one academic year. A suspension must always have a defined start and end date.

Permanent Exclusion

Permanent exclusion means that a pupil is no longer permitted to attend IJDS unless the decision is overturned and the pupil is reinstated.

Permanent exclusion is a serious measure and will only be used in accordance with this policy and statutory guidance.

Governing Board / Directors

For the purposes of this policy, the term **Directors** refers to the school's governing body and those Directors responsible for carrying out the relevant statutory functions in relation to suspension and permanent exclusion.

4. GROUNDS FOR SUSPENSION

The Headteacher may suspend a pupil where this is considered necessary and proportionate in response to the pupil's behaviour.

Examples of behaviour that may result in suspension include, but are not limited to:

- serious physical aggression or violence;
- behaviour which places pupils, staff or other members of the school community at significant risk;
- serious threats or intimidation;
- serious or persistent bullying;
- serious verbal abuse;
- discriminatory, racist, homophobic or otherwise prejudicial behaviour;
- serious damage to school or another person's property;
- behaviour which seriously disrupts teaching and learning;
- behaviour involving a serious breach of the school's safeguarding expectations;
- possession or use of prohibited or dangerous items;
- behaviour which involves criminal activity or a serious breach of the law;
- persistent breaches of the school's Behaviour Policy where previous interventions and sanctions have not secured sufficient improvement; or
- a single serious incident where suspension is considered necessary because of its severity or impact.

This list is illustrative and not exhaustive.

The school may consider behaviour which takes place outside school, including online behaviour, where the behaviour affects the orderly running of the school, threatens the safety or wellbeing of pupils or staff, or is otherwise connected to the school.

Similarly, fixed term suspensions can be extended into permanent exclusions where further evidence is presented.

In all cases, the Headteacher will decide which suspension period a pupil will be subject to, depending on the circumstances.

5. PERMANENT EXCLUSION

A permanent exclusion will only be considered where:

1. there has been a serious breach, or persistent breaches, of the school's Behaviour Policy; and
2. allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others, such as pupils or staff.
3. Permanent exclusion will only be considered where it is judged to be necessary and proportionate and where the Headteacher has considered the circumstances of the individual pupil.

A permanent exclusion will not be used simply because a pupil has SEND or additional needs, or because the school believes that it is unable to meet those needs.

6. THE HEADTEACHER'S RESPONSIBILITIES

Only the Headteacher has the power to suspend or permanently exclude a pupil on disciplinary grounds.

In making a decision, the Headteacher will:

- establish the facts as far as reasonably possible;
- apply the civil standard of proof, namely the balance of probabilities;
- consider the seriousness of the behaviour and its impact on others;
- consider the pupil's previous behaviour and any previous sanctions or interventions;
- consider the pupil's age, maturity and understanding;
- take the pupil's views into account wherever appropriate;
- consider any relevant contributing factors;
- consider whether the pupil has experienced bullying, safeguarding concerns or other circumstances that may have contributed to the behaviour;
- consider the effectiveness of previous interventions and whether further support may be appropriate;
- consider the impact on other pupils and staff;
- consider whether suspension is an appropriate and proportionate response;
- comply with the Equality Act 2010 and other relevant legal duties; and
- consider whether reasonable adjustments are required for a pupil with a disability or SEND.

The Headteacher will take appropriate account of the school's duty of care when sending a pupil home.

All suspensions and permanent exclusions will be formally recorded.

Only the Headteacher has the power to suspend a pupil from the school, and is able to decide whether this is on a fixed period or permanent basis. All suspensions will only be issued on disciplinary grounds.

Any decision made to suspend a pupil will be lawful, proportionate and fair, with respect to legislation relating directly to suspensions and the school's wider legal duties. All suspensions will be formally recorded.

When sending a pupil home following any suspension, the Headteacher will ensure that they exercise their duty of care at all times and will always inform the parents first.

The Headteacher will apply the civil standard of proof when responding to the facts relating to a suspension, i.e. that 'on the balance of probabilities' it is more likely than not that the facts are true.

The Headteacher may withdraw any suspension that has not already been reviewed by the Directors.

7. PUPIL VOICE

Before making a decision to suspend or permanently exclude, the Headteacher will, wherever appropriate, give the pupil an opportunity to share their account and views.

The Headteacher will consider the pupil's age and level of understanding when deciding how this should take place.

Where necessary, appropriate support will be provided to enable the pupil to express their views.

The pupil will be informed, in an age-appropriate manner, of how their views have been taken into account.

8. SEND, EQUALITY AND VULNERABLE PUPILS

The school recognises that some pupils may be at increased risk of suspension or permanent exclusion.

When making decisions, the Headteacher will consider the individual circumstances and needs of the pupil, including where relevant:

- SEND or disability;
- an Education, Health and Care Plan;
- safeguarding concerns;
- looked-after or previously looked-after status;
- social care involvement;
- disadvantage or other vulnerability;
- mental health or wellbeing concerns;
- experiences of bullying;
- significant changes or difficulties in the pupil's circumstances; and
- any other relevant factor.

The school will ensure that reasonable adjustments are made where required by law.

The school will not suspend or permanently exclude a pupil because of their disability, SEND or other protected characteristics.

Where behaviour may be connected to an unmet additional need, the school will consider whether further assessment, support or intervention is appropriate.

The Headteacher will consider what extra support may be available for vulnerable pupil groups whose suspension rates are higher, in order to reduce their risk of suspension, including the following:

- Looked after children (LAC)
- Disadvantaged children
- Pupils with SEND
- Certain ethnic groups

In light of the above, the Headteacher will consider avoiding permanent exclusion for pupil groups who are particularly vulnerable to the impacts it would create for them, such as looked after children.

Where any member of staff has concerns about vulnerable pupil groups and their behaviour, they will report this to the Headteacher who will consider what extra support or alternative placement might be required.

The Headteacher will work in conjunction with the parents of any pupil with additional needs, in order to establish the most effective support mechanisms.

9. PREVENTATIVE SUPPORT AND INTERVENTION

Suspension should not be viewed in isolation.

Where appropriate, the school will seek to understand and address the underlying causes of behaviour and may use a range of strategies, including:

- pastoral support;
- behaviour support plans;
- individual behaviour targets;
- mentoring;
- additional adult support;
- reasonable adjustments;
- SEND assessment and support;
- safeguarding or wellbeing interventions;
- work with parents;
- support from external agencies;
- early help;
- specialist advice;
- off-site direction where legally appropriate; and
- managed moves where appropriate and lawful.

Where a pupil is experiencing repeated suspensions, the Headteacher and relevant staff will consider whether suspension is continuing to be an effective sanction and whether additional strategies are required.

10. INFORMING PARENTS

The Headteacher will inform parents without delay when a decision has been made to suspend or permanently exclude a pupil.

Parents will be informed of:

- the reason(s) for the decision;
- the period of suspension or, in the case of permanent exclusion, the fact that the exclusion is permanent;
- the date and time from which the suspension takes effect;
- the date and time when the pupil may return, where applicable;
- their rights to make representations to the Directors;
- the circumstances in which the Directors are required to consider representations;
- the arrangements for the pupil's education during the suspension;
- relevant information about alternative provision, where applicable;
- their legal responsibilities during the first five school days of a suspension; and
- sources of free and impartial advice, where appropriate.

Where appropriate, information will also be provided about how the pupil can participate in the process.

Where a pupil has a social worker or is looked after, the Headteacher will notify the relevant social worker and/or Virtual School Head without delay, as required by statutory guidance.

11. PARENTS' RESPONSIBILITIES DURING THE FIRST FIVE DAYS

For the first five school days of a suspension, parents are legally responsible for ensuring that their child is not present in a public place during normal school hours unless there is a reasonable justification.

Parents will be informed of this requirement when their child is suspended.

Parents should ensure that their child completes any work provided by the school and follows the arrangements made for their education.

12. EDUCATION DURING SUSPENSION

The school recognises that suspension should not unnecessarily disrupt a pupil's education. For the first five school days of a suspension, the school will take reasonable steps to provide appropriate work and, where applicable, ensure that work is marked.

Where a suspension lasts for more than five school days, suitable full-time education will be arranged from the sixth school day.

Where appropriate, the school will consider the individual needs of the pupil when arranging education, including any SEND or disability.

The school will also make reasonable adjustments where required by law.

13. NOTIFICATION TO DIRECTORS AND THE LOCAL AUTHORITY

The Headteacher will notify the Local Authority without delay of every suspension and permanent exclusion, regardless of the length of the suspension.

The Headteacher will also notify the Directors of:

- any permanent exclusion;
 - any suspension or permanent exclusion which would result in the pupil being suspended or permanently excluded for more than five school days, or more than 10 half-days, in a term; and
 - any suspension or permanent exclusion which would result in the pupil missing a public examination or national curriculum test.
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- Where a pupil lives outside the Local Authority in which the school is situated, the relevant home Local Authority will also be notified where required.

All notifications will include the relevant reasons and duration.

14. CANCELLATION OF A SUSPENSION OR PERMANENT EXCLUSION

The Headteacher may cancel a suspension or permanent exclusion before the Directors have met to consider whether the pupil should be reinstated.

Where an exclusion is cancelled, the Headteacher will notify the parents, Directors, Local Authority and any relevant social worker or Virtual School Head without delay and will provide the reason for the cancellation.

15. DIRECTORS' RESPONSIBILITIES

The Directors will consider representations from parents in accordance with statutory requirements.

The Directors must consider whether a pupil should be reinstated where:

- a permanent exclusion has been issued;
- a suspension would result in the pupil having been excluded for more than five school days, or more than 10 half-days, in a term; or
- the suspension or permanent exclusion would result in the pupil missing a public examination or national curriculum test.

Where a suspension is for five school days or fewer in a term, the Directors will consider any representations made by parents but are not able to direct the reinstatement of the pupil.

16. DIRECTORS' MEETINGS

Where the Directors are required to consider a suspension or permanent exclusion, the meeting will take place within the statutory timescales.

Parents, the Headteacher and, where appropriate, representatives of the Local Authority will be given the opportunity to make representations.

The pupil will be supported to participate in the process where appropriate, taking account of their age and understanding.

The Directors will:

- consider the evidence fairly and objectively;
- consider written representations and relevant evidence;
- ensure that relevant information is shared with the parties in accordance with statutory requirements;

- consider reasonable adjustments required to enable participation;
- consider the pupil's views;
- consider the circumstances of the individual pupil;
- consider any relevant SEND, safeguarding or equality issues; and
- consider whether reinstatement is appropriate.

Parents may be accompanied by a person of their choice where permitted under the statutory framework.

Meetings may be conducted remotely where the statutory requirements for remote access are met and where this is appropriate.

17. DECISIONS OF THE DIRECTORS

After considering the evidence and representations, the Directors may:

- uphold the suspension;
- direct the reinstatement of the pupil immediately;
- direct the reinstatement of the pupil from a specified date; or
- in the case of a permanent exclusion, uphold the permanent exclusion.

The Directors will communicate their decision to the relevant parties without delay and in accordance with statutory requirements.

18. OFF-SITE DIRECTION

Where appropriate, the school may use an off-site direction as a behaviour-management intervention to support a pupil's behaviour.

An off-site direction is not a suspension or permanent exclusion and will not be used simply as a punishment for previous behaviour.

Where off-site direction is used, the school will comply with the relevant statutory requirements, including requirements relating to:

- written notification to parents;
- the purpose and objectives of the placement;
- the duration and arrangements for the placement;
- review arrangements;
- the pupil's education;
- safeguarding; and
- reintegration.

19. SAFEGUARDING SEPARATION

There may be circumstances in which a pupil needs to be temporarily kept away from the school premises for safeguarding reasons rather than as a disciplinary sanction.

Such a decision is not a suspension or permanent exclusion where it is not made on disciplinary grounds.

Where safeguarding separation is considered necessary, the school will work with the Designated Safeguarding Lead and relevant professionals and will ensure that appropriate arrangements are made for the pupil's education and welfare.

Parents will be informed of the reason for the arrangement.

20. MANAGED MOVES

A managed move may be considered where it is believed that a move to another school would be in the best interests of the pupil and could prevent permanent exclusion.

A managed move must be voluntary and must comply with the relevant statutory requirements, including the School Admissions Code and attendance regulations.

A managed move will not be used as an informal or unofficial exclusion.

The school will not ask parents to withdraw their child from IJDS as an alternative to formal suspension or permanent exclusion.

21. POLICE INVOLVEMENT AND CRIMINAL PROCEEDINGS

The involvement of the police or the existence of criminal proceedings does not prevent the school from taking disciplinary action where appropriate.

The school will consider each case on its individual circumstances and will liaise with the police and other agencies where appropriate.

The school's decision will be based on the evidence available to it and the civil standard of proof.

22. RECORDING, MONITORING AND REVIEW

The school will maintain accurate records of all suspensions and permanent exclusions.

The Headteacher and Directors will monitor suspension and exclusion data, including patterns relating to:

- year group;
- gender;
- SEND;
- disadvantage;
- ethnicity;
- looked-after and previously looked-after children;
- length and frequency of suspensions; and
- reasons for suspension.

The purpose of monitoring is to ensure that suspension and permanent exclusion are being used appropriately, fairly and consistently and to identify whether additional support or intervention may be required.

The school will also consider whether any group of pupils appears to be disproportionately affected and whether changes to practice or provision are necessary.

23. POLICY REVIEW

This policy will be reviewed every three years, or earlier where there are changes to legislation, statutory guidance or school practice.

Signed: Mr Yosh Radomsky (Headteacher)

Dated: September 2026