

## Fixed Term Suspension Protocol

<b>Nature of incident</b>	<b>Duration of Fixed Term Suspension</b>
Swearing/Abusing Staff (Minor)	1 day Suspension
Threatening/Swearing/Abusing Staff (Serious)	5 day Suspension, DS
Physically confronting/challenging staff	5 day Suspension, DS
Theft/Hitting/Kicking/Damaging Footsteps Property	5 day Suspension, DS
Vaping or Smoking on site	1, 2, 3 day Suspension DS
Attending under the influence of narcotics	1, 2, 3 day Suspension DS
Bullying	5 day Suspension DS
Physical altercation (Mild)	2 day Suspension
Physical altercation (Serious)	5 day Suspension DS
Ongoing disruption in lesson	1 day Suspension
Sent out of 2 lessons in 1 day	Same Day Suspension
Continuous disruption and/or non-compliance	3 day Suspension DS
Sent out of assessments twice in one day	Same day Suspension
Sent out 3 times in 2 days	Same day Suspension
Non-compliance – refusal to: remove hoodie, go to lesson, leave classroom, complete work etc.	Same day suspension

Minor EG. Minor disruption. Poor behaviour. Walking out of a lesson and telling a teacher to “F off” OR grappling with a peer in play, but no hitting.

Serious EG. Repeated incidents of poor conduct/behaviour. Continuous bad behaviour or disruption. Verbally threatening a staff member or physically intimidating a staff member. Swearing directly at a teacher, calling a teacher “B\*tch” “F\*ck off you dumb b\*tch, what you gonna do” OR assaulting a peer.

All suspensions are to be followed with further disciplinary action including weekly report cards, parent meetings and behaviour reports. Based on the Fixed Term Suspension Guidelines above, Academy Leaders must determine the need for a suspension and then notify the Principal, who must make the final decision as to whether an suspension is appropriate. This decision may be made in conversation with the Academy Leader, or may be made following information gathering via statements, incident reports etc. and further discussions about the incident.

***Please note: The above are guidelines and every incident is treated individually. However, if protocols are not followed questions will be asked and there must be obvious and justifiable reason why that is the case.***

***Disciplinary responses may be subject to change depending on circumstances, mitigating factors, repeated incidents, and the nature, risks and severity of the incident at the time and also looking at the consequences, and potential outcomes of the disciplinary response.***

This guide is not a complete list of suspension warranting incidents, behaviour and activities. It is an ever growing and developing document and will be improved and updated on a very regular basis, as required.



Date of Issue: September 2024

Date of Review: September 2025