

What if I don't agree with the Governing Body's Decision?

What do I do if I don't agree with the governors' decision? If the exclusion is upheld by the GDC, you have the right to request a review by an Independent Review Panel (IRP). You may also request for a Special Educational Needs (SEN) expert to be present at the review hearing. For LA maintained schools, IRP hearings are arranged by the Schools Appeals Officer (SAO), however academies may set up their own Independent Review Panel. You have 15 school days in which to request a review and your request must:

- be received on or by the date given in the Clerk's letter;
- be in writing; and
- give reasons for the review request.

See our separate leaflets for further information regarding Exclusion and the Independent Review Panel (IRP)

Useful contacts:



The Coram Children's Legal Centre
Website: www.childlawadvice.org.uk

SENDIASS (SEN and Disability Information, Advice and Support Service formerly Parent Partnership Service) Telephone: (01709) 823627

Exclusion Guidance
<https://www.gov.uk/government/publications/school-exclusion>

Rotherham Inclusion Team
(01709) 334077

Local Offer
Website: <http://www.rotherhamsendlocaloffer.org/>

Inclusion Team

The Governor's Disciplinary Committee Meeting

Information Leaflet for Parents

What is a Governor's Disciplinary Committee Meeting?

A Governor's Disciplinary Committee (GDC) may be made up of at least 3 of the school's governors. They follow guidance from the government and the school's behaviour policies. Governors consider the views of the school, your views and those of your child (if he/she wants to attend or make a written statement to the GDC), before deciding whether to uphold the head teacher's decision or to send your child back to school.

Will I be invited to the Governor's Disciplinary Committee Meeting?

The Clerk to the Governors will contact you to invite you and, usually, your child to the meeting that must be held to review the head teacher's decision. The Governor's Discipline Committee meeting must be held within 15 school days after the Governing Board is told of the exclusion but it should ideally be arranged for a time and date that is convenient to you. You should try to go to the meeting as it is your chance to put your views on the exclusion. Your child does not have to go to the meeting if you do not think this is a good idea. If you want to take someone with you to support you or to help you put your case, please tell the Clerk before the meeting.

What evidence will be given?

Where possible, papers for the meeting should be sent out to all parties at least 5 school days before the meeting. If you want to put anything in writing for governors to consider, this should be sent to the Clerk to arrive at least 5 school days before the meeting. The head teacher will provide the Clerk with any relevant papers from your child's school file and prepare a report on your child, including details of the incident that led to your child's exclusion and any support which the school has given your child to help with his/her behaviour and learning. Any witness statements should also be available. Where possible, papers for the meeting should be sent out to all parties at least 5 school days before the meeting.

What happens at the Governor's Disciplinary Hearing Committee Meeting?

- The Chair of the Committee will introduce everyone and explain the procedure that will be followed.
- The head teacher will then put the case for permanent exclusion and you and the other parties can then ask questions about what has been said.

- You or your representative will then be asked to put your case and your child may make a statement if you feel that is appropriate and if your child wishes to do so. You may then be asked questions about what you have said.
- The head teacher will summarise the case for permanent exclusion.
- You will be asked to summarise your case.
- Everyone but governors and the clerk leave the room.
- Governors consider the evidence that has been presented and reach a decision.

How will I be informed of the decision?

The Clerk writes to you and to the LA setting out the decision, the reasons for it, how you can request a review and the last date on which the LA will accept a request for a review from you. If governors do not uphold the head teacher's decision, your child returns to school.

