SCHOOL SUSPENSION NOTIFICATION FORM

Inclusion, Learning and Achievement

Please complete all details as fully as possible and return the form to

[exclusions@royalgreenwich.gov.uk](mailto:exclusions@royalgreenwich.gov.uk)

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | **SCHOOL NAME** | | |  | | | | | | | | | | | | | |
|  | **PUPIL INFORMATION** | | | | | | | | | | | | | | | | |
|  | SURNAME | | |  | | | | FORENAME(S) | | | |  | | | | | |
|  | UPN | | |  | | | | DOB | |  | | YEAR GROUP | |  | GENDER | M / F | |
|  | SEN STAGE (tick stage) | | | N – no special provision |  | | K – SEN Support | | |  | | E – Education, Health & Care Plan | | | |  | |
|  | PUPIL PREMIUM? | | | Y / N | CURRENT FSM? | | | | | Y / N | | CIN | Y / N | | CP | Y / N | |
|  | HAS THIS STUDENT GOT NIL RECOURSE TO FUNDS STATUS? (This means they have no entitlement to welfare benefits, including income support, housing benefit and a range of allowances and tax credit) Y / N  IS THE STUDENT LOOKED AFTER? (i.e. children subject to care orders and those who are accommodated) Y / N | | | | | | | | | | | | | | | | |
|  | **ETHNIC GROUP** | | | | |  | | | |  | | | | | | | |
|  | | ASIAN/ASIAN BRITISH | | | | | | |  | MIXED BACKGROUND | | | | | | |
|  | |  | Bangladeshi | | | ABAN | | |  |  | White /Asian | | | | | MWAS |
|  | |  | Indian | | | AIND | | |  |  | White/Black African | | | | | MWBA |
|  | |  | Any other Asian background | | | AOTH | | |  |  | White/ Black Caribbean | | | | | MWBC |
|  | |  | Pakistani | | | APKN | | |  |  | Any other mixed background | | | | | MOTH |
|  | | BLACK/BLACK BRITISH | | | | | | |  | WHITE | | | | | | |
|  | |  | Caribbean | | | BCRB | | |  |  | British | | | | | WBRI |
|  | |  | Ghanaian | | | BGHA | | |  |  | Irish | | | | | WIRI |
|  | |  | Nigerian | | | BNGN | | |  |  | Traveller Irish Heritage | | | | | WIRT |
|  | |  | Somali | | | BSOM | | |  |  | Gypsy Roma | | | | | WROM |
|  | |  | Other Black African | | | BAOF | | |  |  | White European | | | | | WEUR |
|  | |  | Any other Black background | | | BOTH | | |  |  | Turkish/Turkish Cypriot | | | | | WTUR |
|  | | OTHER BACKGROUND | | | | | | |  |  | White Other | | | | | WOTW |
|  | |  | Chinese | | | CHNE | | |  | UNKNOWN | | | | | | |
|  | |  | Vietnamese | | | OVIE | | |  |  | Refused | | | | | REFU |
|  | |  | Any Other ethnic group | | | OOEG | | |  |  | Information Not yet obtained | | | | | NOBT |

**SUSPENSION INFORMATION**

**REASON FOR SUSPENSION** **(please tick the most significant category)**

|  |  |  |  |
| --- | --- | --- | --- |
|  | Abuse against sexual orientation and gender identity |  | Physical assault against a pupil |
|  | Abuse relating to disability |  | Racist abuse |
|  | Bullying |  | Sexual misconduct |
|  | Damage |  | Theft |
|  | Drug and alcohol related |  | Use or threat of use of an offensive weapon or prohibited item |
|  | Inappropriate use of social media or online technology |  | Verbal abuse / threatening behaviour against an adult |
|  | Persistent disruptive behaviour |  | Verbal abuse / threatening behaviour against a pupil |
|  | Physical assault against an adult |  | Wilful and repeated transgression of protective measures in place to protect public health |

**FIRST DAY OF SUSPENSION:………………………… NUMBER OF DAYS………………………**

Suspension Notification Dec 21

**Reason for suspension:**

**Are any of the agencies below known/involved with this pupil or family? (please tick those that apply):**

|  |  |  |  |
| --- | --- | --- | --- |
| GP/ Health Services |  | Early Help |  |
| Nursery |  | CAMHS/other therapeutic |  |
| Schools |  | Youth Offending Service |  |
| Children’s Social Care |  | Other |  |

Signature of Headteacher: Date:

Name:

**Please return completed form to:** [**exclusions@royalgreenwich.gov.uk**](mailto:exclusions@royalgreenwich.gov.uk)

Please clearly state suspension in the subject box

![Icon

Description automatically generated]()This information is being collected to monitor the educational progress of the named pupil.

The information may also be shared with other agencies involved with the pupil’s education or welfare and used to provide

statistical data in anonymised form. If you have any queries regarding this please contact the Inclusion Team.

Suspension Notification Dec 21