



Guilsborough Academy

Guilsborough Multi Academy Trust

GMAT
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**Guilsborough Multi Academy Trust
Discipline Committees
Terms of Reference
2025-2026**



1. Purpose

- 1.1. Guilsborough Multi Academy Trust is committed to reducing the occasions that students are excluded from lessons or school through the effective application of the academy's behavioural systems, which seek to identify and address poor behaviour before it reaches a crisis.
- 1.2. The use of suspension and permanent exclusion sits within the wider framework of the academy's policies and practices to address poor behaviour. Suspensions are considered for serious one-off incidents or persistent disruptive behaviour. Permanent exclusions will be used only when absolutely necessary and will be a last resort.
- 1.3. The statutory duties for the trust board in relation to suspensions and permanent exclusions are set out in the DfE guidance on suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement (August 2024).
- 1.4. Suspension and permanent exclusion panels will be convened in accordance with the current guidance. Further details can be found at [School suspensions and permanent exclusions - GOV.UK](#)

2. Behaviour Panels

- 2.1. Students and parents/carers share a responsibility in maintaining positive behaviour in school and Guilsborough Academy seeks to encourage parents/carers to take a role in supporting the school in upholding its high standards. This includes ensuring that disruptive students recognise the effect of their behaviour on others within the academy community, and the impact it may have on their own education.
- 2.2. The academy has established a system of behaviour panels where a student whose conduct is causing concern, and their families or carers, can meet with academy leaders to engage in a discussion regarding the academy's concerns and review any support that may be required to help change a student's behaviour.
- 2.3. The presence of a trustee is to underline the seriousness of the situation and to engage the trust board actively in raising and monitoring standards at the academy. The behaviour panel will have a minimum of 1 trustee as a member.



- 2.4. Any trustee sitting on a behaviour panel will not be precluded from sitting on a suspension or permanent exclusion panel for the same student. Knowledge that a student has been to a behaviour panel does not present a conflict as this information will be available at a subsequent suspension or permanent exclusion panel hearing.

3. Suspension and Permanent Exclusions Panels

- 3.1. Guilsborough Multi Academy Trust board has a key responsibility in considering whether excluded pupils should be reinstated. This forms part of their wider role to hold executive leaders to account for the lawful use of exclusion, in line with the duties set out in law, including equalities duties.
- 3.2. The trust board also has a duty to consider parents' representations about a suspension or permanent exclusion in line with current DfE guidance.
- 3.3. Guilsborough Multi Academy Trust board has delegated its functions with respect to the consideration of a suspension or permanent exclusion to a panel of trustees, in accordance with the trust's articles of association.
- 3.4. Membership of a suspension panel will be a minimum of 1 and a maximum of 3 trustees. Where a suspension panel is made up of two trustees, in the event of a tied vote the chair of the panel will hold the casting vote.
- 3.5. Where a panel is convened to review a suspension which would bring the student's total number of school days out of school to more than 15 in a term then a panel of 3 trustees will be convened.
- 3.6. Any trustee sitting on a suspension panel will not be automatically precluded from sitting on a permanent exclusion panel for the same student. Knowledge that a student has been suspended does not necessarily present a conflict as this information will be available to the permanent exclusion panel hearing. However, if the permanent exclusion hearing relates to a one-off serious breach, and a student's previous suspension record is not being considered, any trustee who has formed part of a previous suspension panel will be excluded from sitting on the permanent exclusion panel.
- 3.7. Membership of a permanent exclusions panel will be a minimum of three trustees, convened in accordance with current DfE guidance.