*About this resource:*

This is a Suggested Wording. It is a set of paragraphs you can use to use to provide information to the person you are supporting on the option of asking the headteacher to withdraw the exclusion to allow the family to elect for home education.

To understand when you might want to use this text, read the [Step by Step Guide: Finding An Alternative to Permanent Exclusion](https://justforkidslaw.org/school-exclusions-hub/legal-practitioners-and-professionals/governors-meeting/finding-alternative-0/quick-guide-managed-moves).

For more information on the law and practice of elective home education, read the [Quick-Guide: Elective Home Education](https://justforkidslaw.org/school-exclusions-hub/legal-practitioners-and-professionals/governors-meeting/finding-alternative-0/quick-guide-elective-home-education).

To use this resource, go through the text and enter the information where prompted to do so. Prompts appear as grey text. Then copy and paste your finished text into a letter or email.

This text is a guide. You might need to make amendments to fit your circumstances.

I am writing to provide you with some information about name of young person’s exclusion from name of school.

As name of young person’s parent/guardian, you have the right to remove name of young person from the school’s register at any time by “electing” home education.

This means withdrawing name of young person from the school system as a whole. You would no longer have a right to receive support with their education unless you subsequently decided to re-enrol them at a school.

You should be aware that no school is meant to use the threat of exclusion to pressure families into electing for home education. As a result, if you choose to challenge the school exclusion instead of electing for home education, you should not be criticised for doing so. Any decision about name of young person’s education can only be a choice for them and you. You should feel free to make that choice without pressure from the school.

Additionally, you would have a duty to ensure that name of young person receives an education. Whilst this does not need to be for a target number of hours a day, or days a year, it must be of a ‘satisfactory standard’. The council may want to satisfy themselves that you are making suitable provision of education for name of young person by writing to you and asking what education you are providing them with. If you do not reply, or cannot satisfy them that the education is sufficient, you may be ordered to return name of young person to school.

You do not have the right to withdraw name of young person if they are subject to a School Attendance Order. Please let me know if this is the case.

Electing for home education will not automatically mean the exclusion doesn’t happen. You would need the headteacher to agree that there is no longer a need to exclude name of young person. If you want me to explore this option with the school, you will need to confirm you want me to ask the headteacher to remove name of young person from the register if the exclusion is also rescinded.

I reiterate that this would permanently withdraw their right to attend this school, and end the local authority’s responsibility to find a school place for them. You may want to take the time to speak to an impartial professional before taking this step. If you want me to, I will write to name of current school to request that the exclusion is withdrawn if you withdraw name of young person from the register and update you when I hear back.

I look forward to receiving your thoughts.