*About this resource:*

This is a Suggested Wording. It is a set of paragraphs to use to provide information to the benefits and drawbacks of requesting a review of the exclusion by independent review panel.

To understand when you might want to use this text, read the [Step by Step Guide*:* After the Requesting an Independent Review Panel](https://justforkidslaw.org/school-exclusions-hub/legal-practitioners-and-professionals/after-governors-meeting-appeal-and-3/deciding-whether-appeal-and-making-request-irp/step-step-guide-requesting-independent-review-panel).

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.

It is frustrating that the school’s governors decided to uphold the permanent exclusion. I am writing to provide some information to you on the appeal stage of the exclusions challenge process called the “independent review panel”.

Independent review panels are free to request. They are made up of either three or five people who are independent of the school and are trained to understand the relevant rules around school exclusions. They will consider the governors’ decision to uphold the exclusion and will decide as to whether it is flawed.

The independent review panels have some drawbacks. They cannot reinstate name of young person. They can only send the decision back to the school’s governors who could uphold the exclusion, even if the independent review panel finds it to be flawed. In addition, the independent review panels do not have legal training and the quality of the review they offer can vary from panel to panel.

However, outside of a legal claim this is the only option available to review the exclusion. If you would like to apply for an independent review panel, the application must be made before date of deadline to request review which is 15 school days from the date of the governors giving notice of their decision. Any request for a panel received after this date will be rejected.

When requesting an independent review panel, the application should state if you want an special educational needs (SEN) expert to attend. A SEN expert can comment on matters relating to possible additional need that the school should have provided for name of young person. A SEN expert will not carry out an assessment of your child. Individuals cannot serve as a SEN expert if they have previously been involved in the assessment or support of SEN for name of young person. If you would like to request an SEN expert, this will need to be raised before the application is made for a review.