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**Template letter:**

**Using the Equality Act to challenge a permanent exclusion (England and Wales)**

**For the attention of the governing body of** [*insert school name*]

Dear Sir/Madam, [*if you know the name of the head of governing body use this instead of Sir/Madam*]

I am appealing against the decision to permanently exclude my child [*insert name*]. I believe that the decision to exclude my child was in breach of the Equality Act 2010.

My grounds for appeal are:

I believe that the decision to permanently exclude my child was because of his/her disability and/or for a reason relating to his/her disability.

My child’s disability is [*explain your child’s deafness and any other disabilities they have*]. This has a substantial and long term adverse effect on his/her ability to carry out normal day-to-day activities. The day-to-day activities it has an effect on in school are:

The reason my child was permanently excluded was [*give as many details as possible here*]. This is related to his/her disability in the following ways:

I am aware of other children who have been in the same situation as my child, but have not been permanently excluded. [*Give examples*.]

[*Only include the section above if relevant to your child’s situation.]*

I do not believe the school can justify its actions. I believe the following reasonable adjustments could have avoided the exclusion:

[*Only include the reasonable adjustments section above if relevant to your child’s situation.]*

I would appreciate it if you would take the above into consideration when investigating this matter and reconsider the school’s decision to exclude my son/daughter.

In the event the school does not believe the exclusion to be an act of discrimination, I would be grateful if you could provide me with reasons why within 14 days of the date of this letter.

Yours faithfully