



Suspension and Expulsion of Students Policy

DEFINITIONS

Suspension is the temporary removal of a student from all normal classes or school activities as a consequence of unacceptable behaviour. Suspension allows time for the School to consider the student's conduct, conduct an investigation, and/or develop strategies to support positive behaviour.

Expulsion is the permanent removal of a student from the School due to serious or repeated breaches of school rules or conduct expectations. It is a last-resort disciplinary action used when other interventions have not been successful or in response to grave misconduct.

1. RATIONALE

All students and staff have the right to learn and teach in an environment that is free from disruption, intimidation, harassment, and discrimination. Equally, students are entitled to procedural fairness in the management of behavioural concerns or other serious matters.

In some instances of unacceptable behaviour, it may be in the best interests of the broader school community - and/or the individual student - for the student to be removed from the School, either temporarily or permanently. In such cases, the formal imposition of suspension or expulsion is available to the Principal, Deputy Principal, and/or Heads of Sub-Schools, as appropriate.

Parents or guardians should not be asked to keep a student at home without a formal suspension being enacted, except where this occurs for the remainder of a school day as part of an approved behaviour management strategy.

However, if the School has reason to believe that a student may have breached the *Code of Conduct – Students* (or other relevant policies, procedures, rules, or school values), or if there are concerns regarding the health, safety, or wellbeing of the student or others, the School retains the discretion to implement Interim Measures. These temporary actions are designed to ensure safety, reduce risk, and support the integrity of any ongoing investigation. (Refer to related policy: *Code of Conduct – Students*.)

Interim measures may include requesting that a student remain at home while the School investigates a matter of concern. This is a non-punitive step taken to protect the welfare of the student involved, other students, and staff, and to preserve the integrity of the investigation. This action does not imply wrongdoing and is not considered a disciplinary sanction. The School will ensure that the student's access to learning is supported during this period, and the necessity of the measure will be regularly reviewed. Parents or guardians will be informed in writing of the reasons for, and expected duration of, the interim measure, and will be given the opportunity to discuss any concerns.

When implementing these procedures, the Principal, Deputy Principal, and/or Heads of Sub-Schools will ensure that no student is discriminated against on any of the following grounds:

- race, including colour, nationality, descent, ethnicity, ethno-religious or national origin
- sex
- marital status

- disability, including HIV/AIDS
- homosexuality
- transgender identity
- age

The Principal, Deputy Principal, and/or Heads of Sub-Schools must also ensure that the implementation of these procedures takes into account factors such as a student's age, individual needs, any disability, and developmental level.

Suspension and expulsion are strategies within the School's Student Welfare and *Code of Conduct – Student* policies. These policies emphasise the role of parents or guardians as active partners with the School in responding to their child's inappropriate behaviour. Where practicable, the School will work collaboratively with families to support the reintegration of a suspended student into the School community as promptly as possible.

The principles of procedural fairness are fundamental to the implementation of these procedures. Procedural fairness includes two essential elements:

- the right to be heard; and
- the right to a fair and impartial decision.

Grievances Disputes – Procedural Fairness for Students

In determining whether a student's misbehaviour is serious enough to warrant suspension or expulsion, the Principal, Deputy Principal and/or Heads of Sub Schools will consider the safety, care and welfare of the students and staff.

2. PROCEDURES

Suspension

Suspension may be considered for serious breaches of conduct. The School will, where practicable, conduct a preliminary investigation and provide the student and parents/carers with an opportunity to respond. A student may be removed from the classroom/school temporarily for safety, under Interim Measures.

The Principal, Deputy Principal and/or Heads of Sub-Schools may suspend a student immediately in situations where there are immediate safety risks, or serious misconduct has occurred. In such cases, the School will ensure procedural fairness by:

- Providing the student and parents/guardians with the reason for the suspension;
- Giving the student a chance to respond as soon as practicable;
- Ensuring that a support person may attend any follow-up meetings;
- Documenting the key points of discussions and interviews.

Where possible, suspension will follow an initial investigation, but in serious incidents, safety may require removal before the investigation is complete.

The person imposing the suspension should promptly communicate the suspension to the student's parents or guardians. The Principal, Deputy Principal and/or Heads of Sub-Schools should be blind copied into any communication.

The length of the suspension will vary according to the nature and severity of the student's behaviour. However, the School will not suspend a student for more than a few days without attempting to hold a formal disciplinary meeting with the student and the student's parents to discuss the School's reasons for the suspension, and any alternatives that may be available.

Procedural Fairness and Disciplinary Process

All decisions relating to suspension and expulsion will be made in accordance with principles of procedural fairness.

Investigation

- An appropriate staff member will investigate the matter thoroughly.
- Students and their parents/guardians will be informed of the specific allegation(s).
- The student will have an opportunity to respond.
- Written records of interviews and meetings will be maintained.

Decision Making

- The decision-maker will consider the findings of the investigation and any responses from the student or parents/guardians.
- A preliminary outcome may be issued, with the opportunity for further response before finalisation.
- Where practicable, different staff will conduct the investigation and the final decision.
- Final decisions will be communicated in writing, with reasons and information about review or appeal processes.

Review and Appeal: Students and parents/guardians may request a review of a decision to suspend or expel. Requests should be made in writing to the Principal, outlining the grounds for review.

Expulsion

In serious or repeated circumstances of misbehaviour, the Principal may expel a student of any age from the School. The Principal may also expel a student of post-compulsory school age for unsatisfactory participation in learning.

In all cases where consideration is being given to expelling a student, the gravity of the circumstances requires that particular emphasis be given to procedural fairness issues. When considering the expulsion of a student for misbehaviour, the Principal will:

- Ensure, except as a result of a serious incident, all appropriate student welfare and discipline strategies have been implemented and documented.
- Arrange a formal disciplinary interview with the student (and observer/parent/guardian) and will ensure that the student is given information about the nature of the allegation(s) and is given the opportunity to consider and respond to the allegation(s).
- Ensure that the key features of the interview are documented in writing.
- Notify the student and parents that expulsion is being considered, giving reasons for possible action.

Having reached a decision to expel a student from the School, the Principal will inform the student and the parent(s) or guardian(s) in writing. This formal advice should also restate the right to appeal the decision.

It is not the policy of Lindisfarne Anglican Grammar School to exclude a student from other Schools.

3. PROHIBITION OF CORPORAL PUNISHMENT

Lindisfarne Anglican Grammar School expressly forbids the use of corporal punishment for the enforcement of discipline of students by staff of the School.

Lindisfarne Anglican Grammar School does not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents, to enforce discipline at the School.

Education Act 1990 No: 8 – Definition of Corporal Punishment

Corporal punishment of a student means the application of physical force in order to punish or correct the student, but does not include the application of force only to prevent personal injury to, or damage to or the destruction of property of, any person (including the student).

4. RELATED POLICIES

This policy should be read in conjunction with the following policies (but not limited to)

- CODE003 Code of Conduct – Students
- ENRO001 Enrolment Policy
- PAST005 Anti Bullying Policy

5. POLICY ADMINISTRATION

This policy will be reviewed periodically or in the event of any information or incident that indicates the need for a review, or following relevant legislative or organisational change.

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