

Suspension or Termination of Enrolment Policy



Source of Obligation

The ETR Act (s4.3.1(6)) (CECV Guidelines ref 4.5) require that our policies relating to the discipline of students are based on principles of procedural fairness and must not permit corporal punishment.

Discipline Policy

Every student has the right to a learning environment free from bullying and intimidation and to feel safe and happy at school. They also have the right to be treated fairly and with dignity.

The **Student Discipline Policy** sets the framework through which Lavalla Catholic College manages student discipline.

Suspension or Termination of Enrolment Defined

Suspension or termination of enrolment may occur as a consequence of a serious breach of College rules, or serious disobedience.

A suspension of enrolment is a temporary removal of a student from all classes that a student would normally attend at school for a set period of time.

Termination of enrolment is the permanent removal of a student from one particular school.

It is our policy that our procedures for the suspension or termination of enrolment are based on the principles of procedural fairness.

Our **Exclusion Procedures** set out the procedures to be followed when making a decision about the suspension or termination of a student's enrolment.

Who May Make a Decision to Suspend or Terminate the Enrolment of a Student?

The decision to suspend the enrolment of a student may be taken only by the Principal or by the Deputy Principal.

Decisions to terminate the enrolment of a student are reserved to the Principal.

Procedural Fairness - Procedures

Lavalla Catholic College is committed to ensuring procedural fairness when disciplining a student. All decisions about the discipline of a student will be conducted in accordance with our **Student Discipline Policy**.

In all processes where suspension or termination of enrolment is being considered, matters shall be dealt with in an open, just and measured manner, and the student and parents / guardians will be treated with respect and fairness.

Where a decision is being considered to suspend or terminate the enrolment of a student, the College will follow the procedures set out in our **Exclusion Procedures**.

Suspension or Termination of Enrolment - Consideration

The decision to suspend or terminate the enrolment of a student will be based on the following considerations:

- The safety of all students, staff and visitors
- The seriousness of the student's acts
- The response and remorse of the student, if applicable
- The pastoral care and welfare of the student
- The student's prospects for rehabilitation.

Alternatives to Suspension or Termination of Enrolment

Despite the fact that a student has been referred for suspension or termination of enrolment, other consequences may be imposed. These are outlined in the **Student Discipline Policy**.

Suspension or Termination of Enrolment - Consequences

A decision under this policy may result in the following consequences:

Suspension of Enrolment

The length of time for the suspension of enrolment will depend on a range of factors including the severity of the act under review, previous investigations and the individual circumstances of the student. The length of time for suspension will be determined by the Principal or Deputy Principal.

Termination of Enrolment

The enrolment of a student from Lavalla Catholic College may be terminated. This should be considered as a last resort.

A student whose enrolment has been terminated will not be allowed to re-enrol at the College without the permission of the Principal.

A decision to terminate the enrolment of a student may only be made by the Principal.

Notification of Decision

A decision made under this policy will be communicated to the student and the student's parents / guardians.

The student, and the student's parents / guardians must abide by the terms and conditions of the decision.

Register of Suspension or Termination of Enrolment

Lavalla Catholic College keeps a register of suspension and termination of enrolments in electronic form on SIMON. Evidentiary paperwork is maintained under the student's records in File Director.

Appeals

An appeal from a decision made under this policy can be referred to the Regional Director of Marist Schools Australia.

Implementation

This policy is implemented by:

- staff training and professional development opportunities in behaviour management
- communicating this policy to the College community
- monitoring the effectiveness of the policy
- reviewing and evaluating the policy annually

Related Policies & Procedures

Exclusion Procedures

Student Discipline Policy

Bullying Prevention & Intervention

Drug – Illicit (Student Use Of)

Uniform Brochure