

## SUSPENSION AND EXPULSION POLICY

### Context

Christian Brothers' College St Kilda (CBC St Kilda) is a Catholic school for girls and boys in the Edmund Rice tradition, established in 1878. CBC St Kilda is committed to providing a caring, supportive and safe environment where every student has a place, a voice and their story is known. As a Catholic school in the Edmund Rice tradition, our Christian values are those expressed in the Touchstones of our governing body, Edmund Rice Education Australia (EREA): Liberating Education, Gospel Spirituality, Inclusive Community, Justice and Solidarity. The charism of Blessed Edmund Rice expressed through these touchstones, underpins our continued commitment to a safe and inclusive environment for all, providing a preferential option to those at the margins, to grow in empathy and to respond in faith and action.

### Rationale

Suspension or expulsion may occur as a consequence of a serious breach of College rules. The Act (s 4.3.1(6)) requires that our policies relating to the discipline of students are to be based on principles of procedural fairness and must not permit corporal punishment.

### Principles

A suspension is a temporary removal of a student from all classes that a student would normally attend at the College for a set period of time. A suspension may be imposed as a consequence of behaviour deemed to be a serious breach of College behavioural expectations.

Expulsion is the permanent removal of a student from the school. Expulsion is a severe form of sanction to be used only in the most serious circumstances. If after appropriate processes the College Principal deems a student needs to be removed from the College a transfer should be negotiated according to Catholic Education Melbourne (CEM) and Edmund Rice Education Australia (EREA) processes.

### Policy Statement

It is CBC St Kilda policy that our procedures for the suspension or expulsion of a student are based on the principles of procedural fairness. All students have the right to be treated fairly and with dignity. Suspension or expulsion are serious disciplinary measures and should only be implemented when other disciplinary measures have not produced a satisfactory outcome through the use of an appropriate process. The Student Behaviour Management Policy sets the framework through which CBC St Kilda manages student discipline. This policy sets out the procedures to be followed when making a decision about the suspension or expulsion of a student.

### Procedures

All decisions about the discipline of a student will be conducted in accordance with our Student Behaviour Management Policy.

Where any teacher or staff member decides that an act or the behaviour of a student may warrant suspension or expulsion, the teacher or staff member must refer the matter to the Director of Students, Deputy Principal or the Principal, or an alternative, disinterested (independent and objective) member of the Leadership Team who can make a reasonable and unbiased decision.

In serious circumstances, a student may be summarily suspended, pending a final decision under this policy. In this case, a meeting with the student and the student's parents/guardians to review the suspension must be convened as soon as is practicable.

CBC St Kilda is committed to ensuring procedural fairness when disciplining a student. All decisions about the discipline of a student will be conducted in accordance with the College Student Behaviour Management Policy.

Where a decision is being considered to suspend or expel a student, the Director of Students or Deputy Principal (in the case of suspension), or the Principal (in the case of expulsion) will:

- write to the student's parents/carers stating:
  - the reasons that the student is under consideration for being suspended or expelled
  - the relevant rules, policies, standards of behaviour alleged to be breached
  - the relevant allegations said to warrant suspension or expulsion
- allow the student and/or the student's parents/carers to give a response, either in writing or verbally
- allow the student to have a support person of the student's choosing
- arrange a meeting with the student, and the student's parents/carers
- arrange for an interpreter, if one is required
- meet with the student and the student's parents/carers and/or support person
- ensure that such a meeting is recorded in writing.

#### Suspension and Expulsion – Consideration

The Principal, after following the procedures set out in this policy, will make a decision about the facts of the allegations against the student. The Principal will then decide whether to suspend or expel a student based on the following considerations:

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

#### Alternatives to Suspension or Expulsion

Despite the fact that a student has been referred for suspension or expulsion, other consequences may be imposed. These are outlined in the Student Behaviour Management Policy.

## Suspension and Expulsion – Consequences

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

- **Short Suspension**

A short suspension may be imposed as a consequence of things such as continued disobedience, or aggressive behaviour.

The student may be suspended from attending the College for a period of four (4) school days or less.

- **Long Suspension**

A long suspension may be imposed as a consequence of things such as serious physical violence, possession of a weapon, possession of a suspected illegal substance or serious criminal behaviour.

The student may be suspended from attending College for a period of between five (5) and nine (9) school days.

A student shall not be suspended for a period of time greater than nine school days in any one school year. Any suspension should also be in accordance with the school's policy and any contract that has been put in place with the student's parent or guardian.

- **Expulsion**

A student may be expelled from CBC St Kilda. This should be considered as a last resort. An expelled student will be unenrolled from CBC St Kilda and will not be allowed to re-enrol without the permission of the Principal. A decision to expel a student may only be made after consultation with the Principal and notification to the College governing body, Edmund Rice Education Australia.

### **Notification of Decision**

The decision made under this policy will be communicated in writing to the student and the student's parents/carers. The Principal will also attempt to communicate this decision verbally.

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

### **Register of Suspensions and Expulsions**

CBC St Kilda keeps registers of suspensions and expulsions at the College, in electronic form. The Suspensions Register is maintained by the Director of Students and Deputy Principal via the College Student Management System. The Expulsions Register is maintained by the College Registrar and forms part of the College Enrolment Register.

### **Appeals**

A student may seek a review of a decision made under this policy. All appeals must be made in writing, setting out the grounds of appeal.

An appeal from a decision to suspend a student must be made to the Principal.

An appeal from a decision to expel a student must be made to Edmund Rice Education Australia.

### **Implementation**

This policy is implemented through:

- 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.

### **References**

- Student Behaviour Management Policy
- CECV Catholic Schools Operational Guide
- CEM Policy 2.26: Pastoral Care of Students in Catholic Schools

### **Review**

This policy will be reviewed December 2021.