

## Suspension and Expulsion Policy

---

**The School Principal or Deputy Principal may suspend a Student while a matter is being investigated, suspend a student as a disciplinary measure, or expel a student from the School for serious inappropriate behaviour.**

### 1. General approach

Suspension is the temporary removal of a student from all classes that he or she would normally attend at the school, for a period of time.

Expulsion is the permanent removal of a student from the school.

The School may use suspension to allow the School a proper opportunity to investigate and consider a situation and manage any risks arising.

The School may also use suspension as a disciplinary measure to allow a student time to reflect on their behaviour, to acknowledge and accept responsibility for that behaviour, and to change their behaviour in the future. Suspension also allows time for the School to plan appropriate support for the student to assist with successful re-entry.

Where the School considers that this is not possible or appropriate, or the conduct in question is sufficiently serious, the School may expel the student.

Serious inappropriate behaviour includes, but is not limited to, behaviour where a student:

- a) breaches the School Rules;
- b) engages in serious or persistent breaches of IGS Common Courtesies;
- c) is persistently disobedient or persistently insolent;
- d) engages in harassment and abuse of other students or staff;
- e) persistently disrupts and prevents the learning and teaching of others;
- f) is in possession of a prohibited weapon/firearm or drugs at school;
- g) engages in criminal behaviour; or
- h) causes a risk to the physical or psychological health, safety or wellbeing of other students, staff or visitors to the School or a school site or event;
- i) engages in violent behaviour — including physical or verbal aggression or abuse or abusive language, physical damage to property or the learning environment, or threats to commit violence or other conduct that causes those present to fear harm; and
- j) engages in inappropriate sexual behaviour, including that could cause physical or psychological harm.

Some examples of incidents of serious inappropriate behaviour that may lead to suspension and/or expulsion include:

- a) physical attacks on another person (for example, punching, hitting, kicking, biting, pinching, hair pulling, scratching or spitting);
- b) carrying a prohibited weapon, firearm or knife;
- c) carrying prohibited drugs at school;
- d) grabbing someone's genitals, breast or buttock without consent;
- e) attacks using an implement such as scissors or pens;
- f) throwing projectiles in a way that deliberately or recklessly causes physical harm (not including participation in sporting matches played according to the rules);
- g) physical aggression or violence towards animals and the physical surroundings such as the school's plant life and infrastructure;
- h) verbal bullying including repeated use of statements intended to humiliate and/or provoke another to an act of violence;
- i) damage to information technology systems;
- j) sexual harassment or use of racist, sexist or homophobic language or language mocking the disability of a student, member of staff or visitor to the School;
- k) written abuse including writing threatening or abusive letters, graffiti targeting individuals or particular groups, bullying or harassment using text messages or email, posting on internet sites, making inappropriate videos, photographs or sound recordings and/or sharing or texting them and posting them on websites;
- l) threats and intimidation;
- m) physical and technological stalking; and
- n) self-harming behaviours.

Self-harming behaviour poses a potential risk to the individual student and to those who might witness self-harming behaviour, and can pose a risk of psychological injury to other students, particularly if they are young and vulnerable, or to staff.

In cases of **serious inappropriate behaviour** by a student, the staff member must refer the matter to the Head of School or the Deputy Principal as appropriate, for further action.

The Head of School or Deputy Principal must immediately advise the Principal of the matter.

## 2. Suspension to investigate and manage risks arising

The Principal (or the Principal's delegate) may immediately suspend a student to provide the School with a proper opportunity to investigate and consider a situation of alleged serious inappropriate behaviour and manage any risks arising.

## 3. Disciplinary Suspension and Expulsion

The decision to suspend or expel a student will be made by the Principal, or, in the Principal's absence, the Deputy Principal.

Generally:

- a) the student will be given details of the allegations about their behaviour and will be given an opportunity to respond;

- b) investigations will be carried out by the Head of School, Deputy Principal or other person nominated by the Principal, who will make a recommendation to the Principal;
- c) the Principal will review the recommendation and form a preliminary view about the allegations and the proposed disciplinary action - ie suspension or expulsion;
- d) the Principal will meet with the student and their parents and/or guardians and inform them of the Principal's preliminary view and provide them with an opportunity to respond, seek a review or provide additional information before the Principal makes a final decision.

A Police investigation of a student's alleged behaviour does not remove the Principal's discretion to deal with the behaviour as a school disciplinary matter.

The Principal will provide written notification to the student's parents of any decision to suspend or expel the student.

There may be circumstances in which some of the steps set out above are not appropriate and the School will determine on a case by case basis the appropriate steps to be taken.

During any period of suspension, the School will arrange for work to be provided to the student.

Last Reviewed:	August 2019
Management Responsibility:	Principal
Publication:	Staff Handbook, School website
Audience:	Staff, Parents and Students