

Wakari School Board of Trustees
**STAND-DOWNS AND
SUSPENSION POLICY**

Revised: November 2015



PURPOSE

1. Any stand-downs, suspensions or expulsions will be handled in accordance with the procedures set out in the Education Act 1989 and in the Education (Stand-down, Suspension, Exclusion and Expulsion) Rules 1999.
2. A copy of the Education Act, the Education (Stand-down, Suspension, Exclusion and Expulsion) Rules 1999 and the Ministry of Education Guidelines on Stand-downs, Suspensions, Exclusions and Expulsions will be held in the principal's office.
3. The Principal may stand-down or suspend a student if satisfied on reasonable grounds that:
 - A. The student's gross misconduct or continual disobedience is a harmful or dangerous example to other students at the school; or
 - B. Because of the student's behaviour, it is likely that the student, or other students at the school, will be seriously harmed if the student is not stood-down or suspended
4. The Principal will ensure that the decision to stand-down or suspend a student is made in accordance with all legal requirements and guidelines.
5. The Principal will notify the parents. Notification will involve: quoting the relevant section of the Act, a brief report of the offence, availability of guidance and counselling and Ministry of Education Information on suspensions provided by Ministry of Education.
6. In the instance of a stand down the Principal will follow the guidelines and procedures outlined in Ministry of Education Stand-downs, suspensions, exclusions and expulsions documentation, located in the Principal's office or on the Ministry of Education website (<http://www.minedu.govt.nz/NZEducation/EducationPolicies/Schools/StanddownsSuspensionsExclusionsExpulsions.aspx>).

In the instances of Suspension or Exclusion of a child the Board of Trustees is required to meet to discuss the outcome of the suspension or exclusion at a suspension meeting. The requirements and guidelines for suspension meetings, decision making and involvement of families and other agencies are outlined in the Ministry of Education Stand-downs, suspensions, exclusions and expulsions documentation.

OBJECTIVES:

1. To provide a range of responses for cases of varying degrees of seriousness.
2. Minimise the disruption to a student's attendance and facilitate the return of a student to school when that is appropriate
3. Ensure that individual cases are dealt with in accordance with the principles of natural justice

EFFECTIVENESS REVIEW

- 1 This policy will be reviewed by the board in accordance with its triennial programme of self-review.
- 2 The board will make its review report available to parents and staff.

Board Chairperson

Date