

## SUSPENSION/EXPULSION POLICY

The Board of Management recognises its duties under the Safety, Health and Welfare at Work Act, 1989, to provide a safe place of work and a safe system of work for its employees and for students. The Board is committed to ensuring that good order and discipline is maintained in the school and that the safety of all employees and students is safeguarded. This policy statement is to be considered in conjunction with the Code of Behaviour and other relevant policy statements.

### Short-term suspension

Short-term suspension is viewed as a constructive measure. It provides the student with a period of reflection so that he/she will be able to participate in school in a positive and effective manner on his/her return.

### Suspension

Under normal conditions when a student is suspended from school the following procedure is adhered to.

1. Parents/Guardians are informed in writing prior to the period of suspension.
2. The reason for the suspension is stated.
3. The duration of the suspension is stated.
4. The right of the Parents/Guardians and students over 18 years to appeal the decision to suspend to the Board of Management is stated.
5. Should the Parents/Guardians decide to appeal the decision to the Board of Management a date and time for the Appeal Hearing is arranged.

All appeals, stating the reason for such appeal must be lodged in writing with the Secretary of the Board of Management within a specified period of time.

6. Parents/Guardians have the right to be present at the 'Appeal Hearing'.
7. If attending, they must inform the Secretary, BOM, of their intention within two days of the meeting.
8. Parents/Guardians are required to meet the principal or her representative on the student's return to school after a period of suspension.

In exceptional circumstances **immediate suspension** may be required in which case parents/guardians are contacted at the earliest opportunity and asked to remove the student from the school premises.

### **Permanent Exclusion/Expulsion**

Exclusion from school is considered a serious matter and the decision to exclude is not taken lightly.

Permanent exclusion is considered for a disruptive student when the behaviour is a cause of significant disruption to teaching and learning and when all efforts at rehabilitation have been exhausted.

#### **Permanent exclusion is also considered**

- A. Where a student presents a real and significant threat to the safety of the school community, students and school personnel.
- B. The student is responsible for serious damage to school property and/or premises.
- C. The student is involved in the use of illegal drugs during the school day, whilst on the school premises or on school activities.
- D. The student is involved in the sale or supply of illegal drugs to other students during the school day, on the school premises or on school activities.
- E. The student forces, intimidates or harasses another student to commit a crime.
- F. Sexual assault

When permanent exclusion is considered the following procedure will apply in accordance with the NEWB Guidelines (2008)

1. A detailed investigation is carried out by the principal.
2. A recommendation is made to the Board of Management by the principal that student X be permanently excluded from the school.
3. The principal will inform the parents and the student that a recommendation is being made to the Board of Management to consider expulsion and the reason for the recommendation is stated.
4. The right of the Parents/Guardians and students over 18 years to appeal to the Board of Management the recommendation of the principal to expel is stated.

5. Should the Parents/Guardians decide to appeal the recommendation to the Board of Management a date and time for the Appeal Hearing is arranged.

Parents/Guardians are advised that they may make a written and oral submission to the Board.

6. Following the hearing the Board decides and the decision of the Board is communicated to the Parents/Guardians by registered letter.

## Appeals

With regard to suspension and expulsion, Section 29 of the Education Act (2000) provides, in certain circumstances, for an appeal to the Secretary General of the Department of Education and Science. The Board will advise parents of this right should the need arise.

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