



ST THOMAS'S  
SCHOOL

## Suspension of Students Policy

To ensure that the Board of Trustees follows Ministry of Education guidelines on stand-downs, suspension and exclusion of students. In doing so it will:

1. Ensure that the learning environment is orderly and safe.
2. Ensure that all regulatory requirements are met.
3. Ensure that the rights of all students are upheld.
4. Follow concepts of natural justice.

### Guidelines

1. Follow the Education Act 2020, Sections 78 – 88 and amendments together with the appropriate Ministry of Education guidelines and requirements.
2. The school must establish and document a trail of events from the first occasion that serious concerns about the behaviour of a student are raised.
3. A data base of student behaviour patterns will be kept, this will include actions taken.
4. The school will take all reasonable steps to modify a student's behaviour before resorting to suspension.
5. Full advice and guidance is available to students.
6. The best interests of all students are considered in final decision making.
7. The principal has the authority to stand down or suspend students without referral to the Board.
8. For potential exclusion a Board disciplinary committee will be convened.
9. Clear procedures are established for handling suspension.
10. Families will be notified as soon as possible of the stand-down or suspension and of its implications.
11. Guidance and advice is available throughout the whole process.

Ratified by Board

Signed N. O'Connell

Date 20/2/2024