



SUSPENSION POLICY

Updated by:

Review Due:

Signature of Chairperson of Board of Governors: *MB*

Signature of Principal: *Smeloe Mallon (VP)*

Principles

All students and staff have the right to be treated fairly and with dignity in an environment free from disruption, intimidation, harassment and discrimination. To achieve this Ardnashee School and College community will maintain high standards of pupil behaviour.

Purposes

Where there are cases of unacceptable behaviour and it is in the best interests of the school community and/or the pupil involved, the pupil may be removed from the school for a period of time.

Collaboration between school staff pupil and parents is an important feature of discipline in Ardnashee School and College. All should be fully aware of the suspension procedures and their place in the context pupil welfare and discipline policies.

Suspension of a pupil will only occur when the actions of a pupil have been deemed severely challenging and have resulted in potential Health and safety concerns. Actions prior to suspension will:

- Ensure that appropriate personalised learning and support strategies and discipline options have been applied and documented.
- Ensure that appropriate support personnel available within the school system and externally have been involved.
- Ensure that discussion has occurred with the student and parents regarding specific misbehaviour which the school considers unacceptable and which may lead to suspension.

- Develop, in conjunction with the school learning support team or appropriate school or departmental personnel, specific personalised learning and support to assist the student to manage inappropriate behaviour.
- Provide a formal written caution detailing inappropriate behaviours, as well as clear expectations of what is required of the student in future and record all action taken.

Practice

In circumstances where measures have been unsuccessful in resolving the inappropriate behaviour or the circumstances, the principal may choose to impose a short suspension. Short suspensions may be imposed for the following reasons and will be reported in the following categories:

- **Continued Disobedience.** This includes, but is not limited to, breaches of the school discipline code such as: refusal to obey staff instructions; defiance; disrupting other pupils; use of alcohol or repeated use of tobacco/drugs.
- **Aggressive Behaviour.** This includes, but is not limited to, hostile behaviour directed towards pupils, members of staff or other persons, including damaging the property of the school or pupils ;bullying (including cyberbullying); verbal abuse and abuse transmitted electronically such as by email, Facebook, Twitter, SMS text messages or by other electronic means. A formal disciplinary interview must be held with the student and the Parents prior to suspension.

Monitoring Evaluation & Audit

The effectiveness of the strategy will be reviewed at Department meetings and Management Meetings.