

Document current as at 9 June 2017. Updates to content may have been made since this date. Refer to your Fundamentals site for the latest version.

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Partial Exclusion and Termination of Enrolment Procedures

Mater Dei's Policy

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 Mater Dei School will maintain high expectations of student behaviour.

There will be cases of behaviour where it will be in the best interests of the school community and/or the student involved, for the student to be removed from the school for a period of time or permanently. This may be the case in particular, where the safety of staff and/or students is seriously compromised by the presenting behaviours of a particular student.

Mater Dei School recognises that a collaborative, consistent, whole-school approach that focuses on proactive and preventative strategies is essential in successfully managing students with challenging behaviours. Therefore it is imperative that parents/guardians are fully aware of Mater Dei School's Partial Exclusion and Termination of Enrolment Procedures and their place in the context of Mater Dei School's student welfare and Behaviour Management policies.

In implementing these procedures, the CEO/Principal must ensure that no student is discriminated against on any grounds and that the implementation of these procedures takes into account factors such as the age, individual needs, any disability and developmental level of students.

When dealing with students at Mater Dei School consideration must be given to the requirements of the Commonwealth Disability Discrimination Act 1992, the Disability Standards for Education 2005 and the NSW Anti-Discrimination Act 1977. These require, among other things, that reasonable adjustments are provided to support students with a disability to access and participate in education on the same basis as other students.

The CEO/Principal must ensure that records are made and retained of any action taken in relation to the implementation of these procedures.

Procedural Fairness

Students have a right to procedural fairness in matters that involve their interests. This includes behaviour management decisions.

The principles of procedural fairness include the right to:

- know what the rules are, and what behaviour is expected of students;
- have decisions determined by a reasonable and unbiased person;
- know the allegations that have been made, and the opportunity to respond to them, either with support or through an advocate;
- be heard before a decision is made; and
- appeal a decision (but not so as to delay an immediate behaviour management strategy).

To ensure that the principles of procedural fairness are upheld, students at Mater Dei may require the support of an advocate of their choice and/or the use of alternate communication methods such as visuals or AACD's.

Partial Exclusion

Partial exclusion at Mater Dei School should not be intended as a punishment nor as a strategy for managing inappropriate behaviour within Mater Dei School's student welfare and behaviour management policies.

Partial exclusion allows time for Mater Dei School personnel to plan appropriate support for the student to assist with successful re-entry. This may include access to appropriate support and time for the school to put measures in place to ensure the safety of students and staff.

In determining whether a student's behaviour necessitates partial exclusion, the CEO/Principal will consider the safety, care and welfare of the student, staff and other students.

Before a partial exclusion is imposed the CEO/Principal will:

- ensure that appropriate personalised learning and support strategies and behaviour management options have been implemented and documented;
- ensure that appropriate support personnel available within the school system and externally have been involved;
- develop specific support to assist the student to manage inappropriate and/or risky behaviour;
- communicate with parents/guardians; and
- record all action taken.

Resolution

Where deemed necessary the CEO/Principal or Assistant Principal may convene a partial exclusion resolution meeting of personnel involved in the welfare and guidance of the student. In addition to this a re-entry meeting will take place with parents/guardians, to discuss the basis on which the partial exclusion will be resolved.

Where a student is returning from partial exclusion following an incident that involved violence, the CEO/Principal must undertake a risk assessment in order to assess whether the return of the student will pose a risk to staff, students or other persons. The student should not be re-admitted to the school until the issues identified in the risk assessment have been addressed.

Termination of Enrolment

The CEO/Principal may terminate a student's enrolment at Mater Dei School when there has been a breach in the Conditions of Enrolment or when all appropriate and available learning and support strategies have been implemented, documented and exhausted in an attempt to manage the student's behaviour.

At this point the CEO/Principal will convene a formal interview with the student's parents/guardians, advising them of the decision.

Following this interview the CEO/Principal will confirm his/her decision in writing.

Related Policies

[Behaviour Management Policy and Procedures](#)
[Wide Positive Behaviour Expectations Matrix](#)
[Work Health and Safety Policy](#)
[Student Code of Conduct](#)
[Behaviour Incident Report](#)
[Incident Prevention and Response Plan](#)