



# EXPULSION POLICY

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## **INTRODUCTION**

The Roman Ridge School is committed to taking all reasonable steps to ensure the students have the opportunity to successfully complete their programmes of study and to ensure that within this general framework all students are treated fairly and equitably. Students who do not support the academic and ethical goals of the School for themselves and their fellow students may be subject to sanctions, up to and including expulsion.

Generally, The Roman Ridge School will make all reasonable attempts to resolve a situation without resorting to expulsion.

Where the school deems the integrity, safety or well being of the institution, our students, staff, parents, visitors and other guests is in danger then expulsion may be applied at the discretion of the Principal.

In conjunction with this policy, The Roman Ridge School will ensure that all students receive and are aware of the schools expectations of conduct and rules, as outlined in the Behaviour Policy.

## **MAJOR BREACHES OF DISCIPLINE**

Major breaches of discipline are outlined in detail in the Behaviour Policy, which include insubordination, physical verbal assault, deliberate damage to property, stealing, verbal abuse and bullying, refusal to work and plagiarism.

This type of behaviour is generally rare and it is the responsibility of the Sectional Head to deal with it swiftly and severely, particularly if the problem is recurring. Failure to improve leads automatically to the next stage, with each stage being recorded.

The following escalating steps may be employed to address major breaches of discipline. A very serious problem may result in the normal procedure being accelerated or modified at the discretion of the Principal.

1. Detention – slip to be signed by Parent/Guardian
2. A formal warning issued by the Sectional Head/Principal (i.e. letter or meeting with parents)
3. Internal Suspension – Student to work on-site in isolation

4. External Suspension – Student sent home
5. Expulsion procedures may be considered by the Principal if conduct is recurring.
6. Parents are subsequently entitled to appeal the Principal’s decision to Board of Governors, however, their decision at this point will be deemed final.

### **CAUSE FOR EXPULSION**

Expulsion from the school may be considered at the Principal’s discretion. If breach in conduct or of school rules and regulations is considered severe and/or recurring, the Principal may exercise expulsion of a student. The following outlines the offences which may provide just cause for a student to face expulsion, as detailed in the Behaviour Policy.

#### **Plagiarism**

A student shall comply with all regulations related to the submission of assigned work. Plagiarism includes:

- Copying answers for assignments from another pupil.
- Passing off as original work, material lifted from other sources (*internet, books*)

#### **Examination Malpractice**

A student shall abide by all regulations governing the taking of tests and examinations. Some examples of examination malpractice are:

- Indulging in any act leading to, or resulting in, cheating in an examination or a test.
- Introducing material that is likely to aid cheating into an examination room.
- Attempting to lay hands on examination / test questions prior to taking the examinations / tests.

#### **Fighting, Harassment, Extortion**

A student shall not act or behave in such a way as to cause bodily harm to himself or any other person.

Fighting includes:

- Hitting and/or returning the blow

Harassment

- Bullying or intimidating other pupils
- Meting out cruelty and/or undue hardship to other pupils

- Exerting unhealthy pressure or influence on other pupils
- Teasing as to cause a feeling of inadequacy in other pupils
- Any other act that causes fear in, or disturbance to other pupils in the school
- Sexual harassment

**Extortion:** Engaging in any action or threat that forces another student to:

- pay money
- hand over material possession
- perform services that are undue to him/her

### **Narcotics, Alcoholic Beverages, Drugs, Tobacco Products**

A student shall not engage in the following activities:

- Possessing, handling, transmitting, concealing drugs, narcotics, alcoholic beverages, inhalants, any substance that may cause physical, mental or emotional change
- Displaying, possessing or using tobacco products such as cigarettes and cigars

**Dangerous Weapons and Instruments** A student shall not possess, handle, transmit or conceal any weapons or harmful instruments. Included under, but not limited to, the category of banned instruments are:

- |             |   |
|-------------|---|
| • Firearms  | • Switchblades  |
| • Fireworks | • Chemical substances likely to cause harm              |
| • Knives    | • Any instrument that looks like the ones listed above. |
| • Lighters  |   |
| • Ice picks |   |

### **Exploitation of Electronic Media**

A student's use of the computer or any electronic device shall be consistent with the educational objectives of the school. The following activities are prohibited:

- Transmission of copyrighted materials
- Accessing and/or transmitting pornographic sites / material on the internet
- Tampering with hardware or software

### **Insubordination**

A student shall comply with the directions of Management, teaching staff, and all other persons placed in charge of them. Insubordination includes but is not limited to:

- Disrespectful behaviour towards a member of staff
- Interference with a teacher's ability to conduct class
- Failure to obey a reasonable request
- Insulting or challenging the authority of a member of the School's staff in any manner whatsoever
- Repeated violation of any rule, directive or disciplinary procedure

### **Theft**

A student shall not engage in, or be party to theft. This rule includes but is not limited to:

- Taking of property belonging to the school or any person in the school
- Attempting to take property belonging to others
- Being party to taking, or attempting to take, property that belongs to others.

### **Breaking and Entering**

A student shall not break and enter, or attempt to break and enter:

- School property or equipment of the school
- Personal property on school grounds or at any school activity

A student shall not be unsupervised in any school building during unofficial school hours.

### **Forgery and Fraud**

A student shall not present false information, in writing, to the School. This includes, but is not limited, to:

- Falsifying the name of another person
- Falsifying grades, dates, addresses
- Attempting to use false information / identification to mislead school personnel.

### **Repeated Violation of School Rules**

A student shall not repeatedly violate the rules of the School established for the efficient operation of the school; amounts to insubordination and will be treated as such.

### **Criminality**

A student convicted of a crime shall be expelled from the school.