



Christian Brothers' High School Lewisham

A Catholic school in the Edmund Rice tradition
Educating boys in Years 5 – 12 since 1891

SUSPENSION AND EXPULSION POLICY

1. Purpose

Christian Brothers High School Lewisham (CBHS Lewisham) is committed to providing a safe, respectful, and supportive learning environment grounded in the values of the Catholic tradition and the charism of the Christian Brothers as exercised by schools governed by Edmund Rice Education Australia (EREA-NSW). This policy outlines the procedures for suspension and expulsion of students whose behaviour significantly disrupts learning, threatens safety, or breaches school expectations.

2. Guiding Principles

The School is guided by the following principles:

- **Dignity of the individual:** Every student is valued and treated with respect, even when disciplinary action is required.
- **Right to Learn:** Every student has the right to a safe learning environment.
- **Restorative practice:** Wherever possible, the School seeks to repair relationships and support positive behavioural change.
- **Safety first:** The wellbeing of all students and staff is paramount.
- **Consistency and fairness:** Decisions are made transparently, based on clear evidence and in accordance with NSW legislation and Catholic Education guidelines.
- **Partnership with families:** Parents and carers are engaged in the process.

3. Definitions

Behaviour

- Student behaviour includes behaviour that occurs:
 - at school
 - on the way to and from school
 - on school-endorsed activities that are off-site
- outside school hours and off school premises where there is a clear and close connection between the school and students' conduct
- when using social media, mobile devices and/or other technology involving another student or staff member
- where there is a clear and close connection between the school and students' conduct

Formal Caution

There may be circumstances where an individual student's behaviour is of such concern that formal communication with parents or carers will be required warning them of an impending suspension if his behaviour does not improve. This may involve a Deputy Principal's Detention. In other circumstances the seriousness of the behaviour may require immediate suspension without warning.

Internal Suspension

A temporary removal of a student from classes and the playground for a defined period due to serious behavioural concerns. The student is supervised at school during the internal suspension.

External Suspension

A temporary removal of a student from the School for a defined period due to serious behavioural concerns. The parent is responsible for supervision of the student.



Expulsion

A formal, permanent removal of a student from CBHS Lewisham, following a review process, when the student's continued enrolment is deemed inappropriate. The school, as a member of EREA, does not exercise 'exclusion' from enrolment at other schools.

4. Grounds for Formal Warning

The purpose of the formal caution is to ensure the student and their parents or carers understand the impact of the behaviour of concern, and to support their engagement in positive behaviour strategies and supports. The Assistant Principal - Pastoral Care (APPC) or Deputy Principal (DP) can issue a written formal caution of suspension, in writing, to parents or carers. This caution is reviewed after 100 school days.

5. Grounds for Suspension

A student may be suspended when their behaviour includes, but is not limited to:

- Serious breaches of the CBHS Student Code of Conduct
- Physical aggression, threats, or intimidation
- Verbal abuse
- Bullying and cyberbullying
- Discrimination, including that based on sex, race, religion, disability or sexual orientation.
- Possession, use, or distribution of prohibited substances
- Vandalism, theft, or deliberate damage to property
- Persistent disruptive behaviour that significantly interferes with teaching and learning
- Serious misuse of digital technologies
- Behaviour that endangers the safety or wellbeing of others
- Refusal to comply with reasonable instructions from staff
- To ensure at school a comprehensive investigation of a serious matter can be undertaken
- Suspension may be **short-term (1–3 days)** or **long-term (4–5 days)** depending on severity. The AP Pastoral Care in consultation with the Deputy Principal or the Principal will determine whether the suspension will be internal or external and the duration of the suspension.

6. Suspension Procedures

6.1 Immediate Action

Where behaviour poses an immediate risk, the student may be removed from class or the school grounds pending investigation.

6.2 Investigation Process

The AP Pastoral Care or the Deputy Principal will:

- Gather statements from staff and students
- Review evidence (CCTV, digital records, written reports)
- Provide the student with an opportunity to respond
- Elements of the investigation process may be carried out by the Pastoral Year Coordinator at the direction of the APPC or DP

6.3 Notification

Parents/carers will be contacted as soon as practicable and provided with:

- Written notice of the suspension
- The reasons for the decision
- The duration of the suspension
- Expectations for the student during the suspension period



6.4 Support During Suspension

The School may provide:

- Access to classwork. The student will be required to complete schoolwork and present this work at his Return-to-School Meeting
- Behaviour support plans
- Counselling or other pastoral care

6.5 Return-to-School Meeting

A re-entry meeting with the student, parents/carers, and relevant staff will occur to:

- Review the incident
- Reinforce expectations
- Ensure that the student has completed significant school work whilst on suspension.
- Establish a behaviour contract if required. These contracts typically are subject to ongoing reviews of student progress.
- For more serious cases establish a Conditional Enrolment Contract if required. These contracts are typically reviewed after 12 months. Breaches of this contract are grounds for expulsion.

A student cannot return to school until a satisfactory meeting has been held where the student has a clear understanding of the reasons for the suspension and how their actions did not meet the standards of the Student Code of Conduct. He needs to be able to articulate his understanding of the impacts his behaviour has had on others and has reflected on strategies to avoid any repetition of this unacceptable behaviour in the future.

7. Grounds for Expulsion

Expulsion may be considered when:

- The student has engaged in **serious misconduct** that threatens the safety or wellbeing of others
- The student has been suspended repeatedly without sustained improvement
- The student's behaviour significantly undermines the learning environment
- The student commits a major offence such as:
 - violent assault
 - possession of weapons or illicit substances
 - distribution of illicit substances
 - serious vandalism
 - repeated harassment or bullying
 - Serious misbehaviour that breaches expected standards of behaviour
 - conduct bringing the School into serious disrepute
- A student, aged 17 years and over, demonstrates unsatisfactory participation in learning where a student's:
 - academic reports have repeatedly demonstrated an unsatisfactory attitude and effort towards his studies in a majority of his courses.
 - behaviour has unfairly impacted on the learning of others.
 - response to address the issues raised in writing has been unsatisfactory.

8. Expulsion Procedures

8.1 Enrolment Review

The Deputy Principal will initiate a formal review of the student's enrolment. Parents/carers will be invited to provide reasons why the student should remain enrolled.



8.2 Considerations

The School will consider:

- The seriousness and frequency of the behaviour
- The student's age, circumstances, and wellbeing
- The impact on staff and other students
- Previous interventions and supports
- Feedback from teachers and pastoral staff

8.3 Decision

- The Deputy Principal will determine whether:
- The student may continue under strict conditions
- The family is asked to voluntarily withdraw the student
- Parents/carers will be advised regarding:
- The determination
- The reasons for the determination
- Information about the review process

8.4 Request for a Review of the Determination

- Parents/carers may appeal expulsion by submitting a written request to the Principal within seven (7) calendar days. The request must outline:
- Grounds for the request
- Any supporting evidence
- The Principal will consider this request and may meet with the parents to determine if:
- The student is formally excluded
- The student may continue under strict conditions
- Parents/carers will receive written notice outlining:
- The decision
- The reasons for expulsion
- The date the expulsion takes effect
- Information about the appeals process

8.5 Appeal to the Decision

The parents may appeal the Principal's decision by writing within seven calendar days to the Executive Director of EREA (NSW). The Executive Director of EREA (NSW) will review the appeal. The decision following the appeal is final.

9. Record Keeping

All documentation relating to suspensions and expulsions will be:

- Stored securely
- Treated as confidential
- Retained in accordance with legislative requirements

10. Review of Policy

This policy will be reviewed every **three years** or earlier if required by changes in legislation or school needs.