

18.2 Student Disciplinary Committee Terms of Reference

Purpose:

To ensure that processes relating to the suspension of students adhere to the requirement of the Education Act 1989, Education Rules 1999 and Ministry of Education guidelines.

Committee Members:

Include all members of the Board excluding the Principal. The chair of the committee is the Board chair or in the chair's absence, will be determined by the committee. The quorum for the committee shall be three trustees.

Delegated Authority:

That the powers conferred on the Board under Sections 15 and 17 of The Education Act 1989 be delegated to the disciplinary committee of the Board of trustees. The committee will:

- Act in fairness, without bias or prejudice and with confidentiality
- Act within the legislation and the MOE guidelines
- Act only on written and agreed information, not verbal hearsay
- Use processes of natural justice in discipline hearing procedures
- Make recommendations on discipline matters to the Board as necessary

The Board will be kept informed of the number of stand-downs, suspensions, exclusions and expulsions at each Board meeting by the Principal.

Review Schedule: Triennially

Last Reviewed: February 2019

Next Review: February 2022

Signed:

