

# Stratford Primary School: Policies

## 600 STUDENT DISCIPLINE: SUSPENSION MEETING POLICY

### PURPOSE:

To ensure that all processes relating to the suspensions of students adhere to the requirements of Education and Training Act 2020 and the Ministry of Education Guidelines.

### GUIDELINES:

1. Suspension Committee: All members of the Board excluding the Principal.
2. The Chair of the Committee is the Presiding Member or in their absence will be determined by the committee. The quorum for the committee shall be at least three Board Members.
3. The Committee will:
  - a. Act in fairness, without bias or prejudice and with confidentiality
  - b. Act within legislation\* and the MoE Guidelines\*
  - c. Act only on written and agreed information, not verbal hearsay
  - d. Use processes of natural justice in discipline hearing procedures
  - e. Make recommendations on discipline matters to the Board as necessary.
4. The Board will be kept informed of the number of stand-downs, suspensions, exclusions and expulsions at each Board meeting by the Principal.
5. \*Resources:
  - a. [Legislation](#)
  - b. [MoE Guidelines](#)
  - c. [NZSTA Guidelines](#)

Review schedule: Triennially