



Discipline Policy

High standards of student behaviour are expected at Highfields School. Expectations of student behaviour in the classroom, playground, and while on excursions are outlined in the Student Code of Conduct.

Highfields supports its students in learning and consistently demonstrating behaviour that meets School expectations for the purpose of creating a safe and happy environment for all learners.

Where there are cases of inappropriate behaviour, disciplinary action may be required. This document outlines procedures for disciplinary action. Disciplinary action includes, but is not limited to suspension, expulsion and exclusion.

Definitions

Inappropriate behaviour that could be considered **minor** includes but is not limited to, rude or disrespectful behaviour and the distracting others in the classroom. More **serious** incidents of inappropriate behaviour includes but is not limited to, damage to school property, stealing, and bullying.

Suspension is a temporary removal of a student from all of the classes that a student would normally attend at a school for a set period of time. Suspension is generally used as a response to serious breaches of School rules or policies.

Expulsion is the permanent removal of a student from the School. Expulsion is used in response to a very serious breach of School rules, or ongoing breaches of School rules or policies, where it is deemed that the student's continued presence at school poses a risk to the safety or wellbeing of other students or staff, or to the effective functioning of the School.

Exclusion is the act of preventing a student's admission to a number of schools. Exclusion is not an action applied at this school.

Procedural Fairness

Highfielders have a right to procedural fairness in matters that concern them including those concerning discipline.

The principles of procedural fairness include the right of students to:

- know what the expectations are and what behaviour is expected of them,
- have decisions determined by a reasonable and unbiased person,
- be informed of, and have the opportunity to respond to, any allegations against them, and
- be heard before a decision is made.

Corporal Punishment Prohibition

The corporal punishment of student attending Highfields is not permitted in any context or at any age. Neither school policies or procedures, explicitly or implicitly, sanction the

administering of corporal punishment by non-school persons, including parents, to enforce discipline at the School.

Consequences for Inappropriate Behaviour

The consequences imposed will vary according to the circumstances, including the nature of the conduct and the prior record of the student.

School staff are primarily responsible for managing instances of inappropriate behaviour both at school and when offsite on excursions, in line with School expectations and this policy.

Where a student disregards rules, disobeys instructions or otherwise engages in conduct, which is contrary to School expectations, as outlined in the Code of Conduct for Students, the School is entitled to make decisions around the consequences applied in its absolute discretion.

The final decision to suspend a student will be made in consultation with the School Board and with advice from the Association of Independent Schools of NSW.

The final decision to expel a student will be made in consultation with the School Board and with advice from the Association of Independent Schools of NSW.

The School's policies which have been made from time to time are made pursuant to the requirements set out in section 47 of the *Education Act* and of the NESA for the registration of the school.

Reviewed
March 2025