



Discipline Policy

Introduction

Discipline is an integral part of teaching practice at Kindlehill. Guidelines for the best disciplinary practices, in accordance with the educational philosophy and vision of Kindlehill are detailed in the Positive Behaviour Policy.

The teachers make every effort to deal with disciplinary matters quickly and effectively, to ensure the positive and productive learning environment is maintained for all students.

The School expressly prohibits the use of Corporal Punishment in disciplining students attending the School, through its policies and procedures. The School does not explicitly or implicitly sanction the administering of corporal punishment by non-school persons, including parents, to enforce discipline at the School.

Kindlehill has a Positive Behaviour Management approach to discipline, please refer to both the Positive Behaviour Policy and Management documents for further information.

The School implements its Policies and Procedures in the framework of **Procedural Fairness**.

“Procedural fairness is a basic right of all when dealing with authorities.

Procedural fairness refers to what is sometimes described as the ‘hearing rule’ and the ‘right to an unbiased decision’.

The ‘hearing rule’ includes the right of the person against whom an allegation has been made to:

- *know the allegations related to a specific matter and any other information which will be taken into account in considering the matter;*
- *know the process by which the matter will be considered;*
- *respond to the allegations;*
- *know how to seek a review of the decision made in response to the allegations.*

The ‘right to an unbiased decision’ includes the right to:

- *impartiality in an investigation and decision making;*
- *an absence of bias by a decision-maker,”*

The review mechanism adds to the fairness of the process.”

General Policies and Procedures for Discipline

1. Students are required to abide by the School’s Policies & Procedures and to follow the directions of teachers and other people with authority delegated by the School.

2. Where a student disregards rules, disobeys instructions or otherwise engages in conduct which causes or may cause harm, inconvenience or embarrassment to the School, staff members or other students, the student may be subject to disciplinary action.
3. The disciplinary procedures undertaken by the School vary according to the seriousness of the alleged offence. Where the allegation, if proved, may result in suspension or expulsion, the student and parents will be informed of the allegations and procedural steps as outlined above. In relation to all matters to be investigated, students will be informed of the nature of the allegation and given an opportunity to respond to the allegations.
4. The penalties imposed vary according to the behaviour and the prior record of the student. At the lower end of the scale, an admonition or detention may be appropriate. At the upper end of the scale, the behaviour could result in suspension or expulsion.
5. Where the offending behaviour is of such a nature that it may result in suspension or expulsion, the student will be:
 - a. informed of the alleged infringement;
 - b. informed as to who will make the decision on the penalty;
 - c. informed of the procedures to be followed which will include an opportunity to have a parent or guardian present when responding to the allegations; and
 - d. afforded a right of review of appeal.
6. The Principal will reach a preliminary decision in relation to the allegation and any proposed penalty and advise the student (and parent/s) of the view. The student (and parent/s) would be advised that if they wish this preliminary decision to be reviewed, they may make application for a review to the Principal and submit any information they want to be considered during the review process. The Principal will then either confirm the preliminary decision as final or amend the preliminary decision based on the additional information provided.