

## THE ROYAL SCHOOL DUNGANNON

### SCHEME FOR THE SUSPENSION AND EXPULSION OF PUPILS

#### A. INTRODUCTION

This following statement sets out the procedure to be followed in relation to the suspension and expulsion of pupils and has been prepared in accordance with the Orders and Regulations below, including subsequent amendments:

- Article 49 of the Education and Libraries (NI) Order 1986, as substituted by Article 39 of the Education and Libraries (NI) Order 1993
- Schools (Suspension and Expulsion of Pupils) Regulations (NI) 1995 (SR 1995 No 99)
- Schools (Expulsion of Pupils) (Appeal Tribunals) Regulations (NI) 1994 (SR 1994 No 13)
- Special Education Needs and Disability (NI) Order 2005 (SEND0)

In this scheme:

- “the School” means the Royal School Dungannon;
- “the Board” means the Board of Governors of the Royal School Dungannon;
- “Chairman of the Board of Governors” includes, where the Chairman is absent or otherwise unavailable, the member of the Board of Governors for the time being performing the duties of Chairman;
- “EA” means the Education Authority;
- “the 1986 Order” means the Education and Libraries (Northern Ireland) Order 1986;
- “a school day” means a day on which the School is in operation;
- “Headmaster” includes, where the Headmaster is absent or otherwise unavailable, the Deputy Head or other person for the time being performing the duties of Headmaster;
- “parent” has the meaning given to it by Article 2 of the Education and Libraries (NI) Order 1986 as amended by Article 128 of Schedule 9 of the Children (NI) Order 1995.

In this scheme any reference to the parent of a pupil shall include, in the case of a pupil who has attained the age of eighteen years, the pupil herself/himself.

#### B. SUSPENSION

1. A pupil may be suspended from School only by the Headmaster or in his/her absence a Deputy Head (for the time being performing the duties of Head.)
2. The initial period of suspension will not exceed 5 school days.
3. In a case where a pupil is suspended the Headmaster will:
  - a) Give written notification of the reasons for the suspension and the period of suspension to the parent/s or guardian/s of the pupil, the EA and to the

Chairman of the Board of Governors or in his/her absence the Vice-Chairman or in his/her absence to a member of the Executive Committee.

- b) Invite the parent of the pupil to visit the School to discuss the suspension. A parent/guardian and or a pupil will be entitled to make representations to the Headmaster concerning such suspension.
4. The Headmaster may not extend a period of suspension except with the prior approval of the Chairman or in his/her absence, the Vice-Chairman of the Board of Governors. The Headmaster will furnish written notification of the reasons for the extension and the period of extension to the parent of the pupil and to the EA.
5. The maximum period of suspension from School is 45 school days in any one school year.

### **C. EXPULSION**

6. A pupil may only be expelled following a decision taken to do so by a sub-committee of the Board nominated by the Board for this purpose.
7. A pupil may only be expelled after serving a period of suspension.
8. A pupil may only be expelled after a consultation about his/her expulsion has taken place between the Headmaster, the parent of the pupil, the Chief Executive of the EA or his/her designate deputy for this purpose and the Chairman of the Board of Governors or another member of the Board of Governors duly authorised by the Board of Governors. The refusal or neglect of a parent to take part in such consultations shall not prevent a pupil from being expelled. The consultation will include consultation about the future provision of suitable education for the pupil concerned.
9. Following an expulsion of a pupil the Headmaster will advise the parent (or the pupil if he/she has attained the age of 18) in writing of the right to appeal against the decision to expel him/her from the School, the time limit set by the School for lodging such an appeal (10 days) and where the appeal may be lodged.
10. A sub-committee of appeal will be established by the board of Governors which will meet within ten days of the appeal being lodged by a parent. This will contain no members of the first sub-committee. A further right of appeal will lie to an Appeal Tribunal whose decision will be final and will be conveyed in writing to the parents.
11. Any day or boarding pupil expelled shall have no right to have his/her fees returned or any part thereof. In the case of a Boarder the Board shall be entitled to require the full fee or any proportion thereof for the following term in lieu of notice.