



## INTERNATIONAL STUDENT DISCIPLINE POLICY

### Exclusion the Students from School

An International student once enrolled at a school has the same rights as a domestic student and cannot be excluded from school other than in accordance with the stand down and suspension provisions of the Education Act. However the school reserves the right, as agreed to by the parents in signing the Accommodation Agreement, to withdraw an Offer of Place from any student whose misbehaviour in the Homestay or community means that the school can no longer ensure her safety.

The decision to terminate tuition of an international student will be made by the Principal on the grounds of gross misconduct or continual disobedience either at school or in the homestay.

Persistent absence from school is also grounds for exclusion as the student will be in violation of her student visa.

### Discipline Procedures

In cases of unacceptable behaviour

- 1 The Director of International Students and/or senior member of WGC staff will counsel and discipline the student and note the incidents in the student's file. She will raise the matters at the regular IFPS meeting and notify other staff and / or caregivers where relevant.
- 2 If the student does not respond to this level of intervention she will be issued with a First and if required a Second Warning Letter. The agent and parents of the student will be notified of the matters causing concern.
- 3 After the Second Warning Letter a further violation will result in the Offer of Place being withdrawn.  
The parents and/or agent will be notified immediately.
- 4 Depending on the circumstances the student may be given the option of enrolling with an alternative provider in New Zealand
- 5 The Principal's decision can be referred to the Board of Trustees where the student has been suspended or removed from the homestay
- 6 The student has the right to attend the hearing and to be represented as provided for in the 1989 Education Act.
- 7 In the event of the student leaving the school before the term of her Student Visa the Director of International Students will notify Immigration.
- 8 At all times in this process the safety and welfare of the student will be of paramount concern.