

WAITAKERE COLLEGE

Section F (NAG 6) LEGISLATIVE COMPLIANCE

Policy: Reinstatement of Suspended or Stood Down Students

Date of Review: August 2020

Reviewers: Board of Trustees, Olivia Fugmann Deputy, Principal

Goals

- 1 To ensure following a Stand Down or Suspension that all parties have a clear understanding of what is expected of them when a student is reintegrated so that reintegration is smooth and has positive outcomes.
- 2 To minimise the likelihood of recidivism or failure to successfully reintegrate because of a lack of certainty of expectations.

Objectives

- 1 No student should be reintegrated to the College after a Stand Down or Suspension without student and parent fully understanding requirements with respect to reinstatement and any reintegration undertakings.
- 2 Any staff, students or others affected by the reintegration should be communicated with and where appropriate and necessary involved during the reintegration process.

Guidelines

- 1 Prior to or immediately after reintegration, a meeting should be held between the relevant Senior leader, student and where appropriate BOT member, and any other staff or students significantly influenced by the reintegration.
- 2 Where appropriate, caregivers should be invited to attend this meeting.
- 3 If decided on as part of a BOT suspension meeting, a restorative conference should occur between the student and other significant parties. This should occur before reintegration or immediately after return.
- 4 A written record of these meetings should be made together with a statement of any expectations regarded as a written contract between the parties involved.
- 5 Where a contract is made in respect of expectations of conduct on reintegration, it should be read, discussed and clarified and signed by the Senior leader present, student and caregiver.
- 6 Copies of the signed contract should be placed in the student file; a copy given to caregiver and student; and a copy circulated on a 'need to know basis' to staff, particularly the Pastoral Care Team.
- 7 Any 'conditions' or undertakings set down as part of the reintegration process should be reviewed in a timely manner.

- 8 Where Restorative Conferencing replaces formal Stand Down or Suspension procedures, similar written records should be kept and communicated as appropriate.

Chairperson

Principal

Date