

Expulsion Policy

This is the ultimate sanction imposed by the school and is exercised by the Board of Management in extreme cases of indiscipline.

In advance of any hearing which could result in an expulsion, the school will investigate the matter in accordance with the Principles of natural justice.

Prior to Expulsion

The Principal will:

- Ensure all discipline options under the Code of Behaviour have been applied and documented.
- Ensure all appropriate support personnel have been involved.
- Ensure that discussion has occurred with the student and parent/guardian regarding misbehaviour which the school considers unacceptable and which may lead to expulsion.
- Provide formal verbal and written warnings at appropriate times detailing these behaviours, as well as clear expectations of what is required of the student in the future.
- Record all interventions.
- Record all action taken.
- Copy all correspondence.
- Inform the Board of Management.

Procedure in respect of Expulsion

Where a preliminary assessment of the facts confirms serious misbehaviour that could warrant expulsion from the school, the procedural steps should include:

1. A detailed investigation carried out under the direction of the Principal.
2. A recommendation to the Board of Management by the Principal.
3. Consideration by the Board of Management of the Principal's recommendation and the holding of a hearing.
4. Board of Management deliberations and actions following the hearing.
5. Consultations arranged by the Educational Welfare Officer.
6. Confirmation of the decision to expel.

The Board of Management will inform the parents/guardians in writing of its intention to expel. The formal letter of notification will include:

- Notice of the expulsion.
- Effective date of the expulsion.
- Reasons for the expulsion.
- A statement that the Education Welfare Board has been informed.
- A statement explaining that the student is under the care and responsibility of the parents/guardians for a period of twenty days cumulative in any one school year, required by the Education Welfare Officer to examine alternative provisions for the education of the student.
- Information and documents on Appeal rights.

The Board of Management will make the decision to expel.

The Principal will inform the Education Welfare Officer of the decision to expel.

Appeals Procedure:

- The parents/guardians, or a student over 18 years of age, may inform the Board of Management of their wish to appeal.
- The parents/guardians are invited to the Board of Management hearing and are invited to make a written submission in advance of the Board meeting if they so wish.
- The Principal will provide parents/guardians with a full written description of the allegations against the student and the case being made at the Board meeting, together with copies of all documentation, statements, etc. supporting that case.

The Board of Management will:

- Hear the Principal's case against the student (this case should be made in the presence of the parents/guardians).
- Hear the parents/guardians response.
- Ensure that the parents/guardians are not present for the Board's discussion and decision on the matter.
- Examine all the documentation.
- Consider the student's record in the school.
- Ensure the Principal is not present for the Board's discussion and decision on the matter.
- Discuss the case in detail.
- Make a decision.
- Communicate the decision to the parents/guardians formally through the Secretary of the Board (registered letter).
- If the decision to expel is upheld, inform the Education Welfare Officer under Section 24(1) of the Education Welfare Act, 2000.

In the event of an unsuccessful appeal, the parents/guardians may then appeal to the Department of Education & Skills under Section 29 of the Education Welfare Act 2000. Advice on such appeals will be given to the parents/guardians by the Educational Welfare Officer.