

**DEPARTMENT OF EDUCATION AND TRAINING
SOUTH WESTERN SYDNEY REGION**

**ADDITIONAL PROTOCOLS FOR
HURLSTONE AGRICULTURAL HIGH SCHOOL
REGARDING RESIDENTIAL STUDENTS AND THE APPLICATION OF THE DET POLICY ON
SUSPENSION AND EXPULSION OF STUDENTS**

Hurlstone Agricultural High Schools (HAHS) is part of the New South Wales Public Education and Training system and, as such, operate consistent with the policies and procedures of the Department of Education and Training. Among other policies and procedures the Department has a set of procedures relating to the suspension and expulsion of school students. The procedures can be viewed on the DET website at

https://www.det.nsw.edu.au/policies/student_serv/discipline/susp_expul/PD20020014.shtml

The procedures recognise that residential agricultural high schools, of which Hurlstone is one of three in the public education system, will require “*additional specific protocols*” given that they have students in residence and, consequently, an extended duty of care compared to regular day schools.

Below are the additional specific protocols for Hurlstone Agricultural High School. These should be read in the context of the Department’s *Suspension and Expulsion of Students – Procedures*, the school’s student welfare procedures and the school rules.

1. All students and staff at Residential Agricultural High have a right to be treated fairly and with dignity in an environment free from disruption, intimidation, harassment and discrimination. This is especially vital in a residential environment where members of the school community work and live together.
2. To maintain quality living and learning environments, residential schools expect high standards of student behaviour based on explicit codes of behaviour.
3. Serious breaches of the code of behaviour, or persistent misbehaviour including failure to follow the school rules, will bring into question a student’s residential status. Such behaviour may lead to suspension or expulsion from the school.
4. In residential settings, and particularly where male and female students are in residence, behaviour which threatens the safety, health, welfare and wellbeing of other residents will not be tolerated.
5. Consistent with the *Suspension and Expulsion of Students – Procedures*, students will be immediately suspended for physical violence, possession of a firearm, prohibited weapon or a knife; or use/possession of a suspected illegal substance or supply of a restricted substance as outlined in paragraph 6.1.5. of the procedures.
6. Residential students may also be subject to suspension or expulsion for behaviour or conduct which threatens the safety, health, welfare or wellbeing of other residents or themselves. Such behaviour includes, but is not restricted to:
 - (a) Substantial sexual misconduct
 - (b) intruding or facilitating entry into the dormitories of the opposite sex
 - (c) theft of the property of other residents or school property
 - (d) willful damage of school and personal property
 - (e) being out of bounds
 - (f) intimidation, bullying or harassment of other residents

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- (g) disobedience relating to the use of alcohol or use of tobacco
 - (h) repeated breaches of the rules relating to residential students
7. Except in circumstances where the seriousness of the conduct requires immediate suspension (see, for example, the DET *Suspension and Expulsion of Students – Procedures* sections 6.1.4 and 6.1.5), suspension will be considered after other in-school student welfare strategies and discipline options have been applied and documented. It will normally be the case that parents/carers will have been notified of behaviour which, if repeated, might lead to suspension.
 8. Where circumstances warrant it and the appropriate arrangements can be made, residential students who are suspended will be sent home. The determination of the circumstances and the appropriateness of travel arrangements will rest with the school principal in consultation with parents or carers.
 9. There will be situations where family circumstances and isolation make it untenable for residential students to serve a short suspension at home. In these situations the principal may determine a short suspension will be served with the residential student remaining at school. It will be necessary to ensure the safety of the student and other residents during this period. During the period of the suspension the student will be isolated from the rest of the student body as much as practicable but given access to counseling and the opportunity to communicate with parents/carers to enable the suspension to be resolved.
 10. Consistent with DET policy, formal disciplinary interviews will be held with the student prior to making a decision to suspend. In circumstances where parents are unable to attend, a nominated adult, such as a Year Advisor, may act as the student's support person or observer. Students will be given the opportunity to nominate their support person.
 11. In the case of short suspensions, a suspension resolution meeting must be convened by the principal at the earliest opportunity. In situations where the principal determines that family circumstances and isolation make it untenable for residential students' parents/carers to attend the resolution meeting in person, the principal may determine that the meeting can be conducted by telephone or using other technology.
 12. The objectives of formal written suspension notification are to ensure that parents/carers are explicitly informed, understand the nature of the process involving their child and their role in resolving the suspension (DET *Suspension and Expulsion of Students- Procedures* section 7.2). Principals of residential high schools may vary the specifics of procedures outlined in section 7.2 so long as the policy objectives outlined above are adhered to.
 13. The school discipline policy can apply outside regular school hours and outside of the school grounds where there is a clear and close relationship between the school and a disciplinary incident. Given the clear and close relationship between the school and the school residence, residential agricultural high school students will be subject to their individual school rules at all times and in all locations where the school is acting 'in loco parentis' (i.e. in the place of a parent).
 14. The fact that a student is in residence at a residential agricultural high school in no way diminishes his or her rights to procedural fairness (see Appendix 2 of DET policy on *Suspension and Expulsion of Students*). Being in residence may, however, change the context in which the elements of procedural fairness are interpreted and applied, particularly with regard to the rights and responsibilities of individuals living together in the Hurlstone AHS community.
 15. These protocols will be made available to all students of each residential agricultural high school and will be available to parents/carers via the school's websites and the parent information booklets. The protocols will be subject to review by the school executive in consultation with the school community.

16. These protocols have been endorsed by the School Education Directors, Ingleburn (*Peter Phelps - 13 June 1996*), and approved by the Regional Director, South Western Sydney (*Tom Urry – 13 June 1996*) as additional protocols to the DET *Suspension and Expulsion of School Students – Procedures*.