**01 - BEHAVIOUR PROCEDURES - SUSPENSION**

**TRANSCRIPT**

Principals in Queensland state schools can suspend a student from school for up to 20 school days. A short suspension is from one to 10 days, a long suspension is 11 to 20 days. Every Queensland state school has a Student Code of Conduct. The Student Code of Conduct describes the behaviour that is expected of students, the supports in place, and possible consequences for inappropriate or unacceptable student behaviour.

The Education (General Provisions) Act 2006 says that a principal of a state school can suspend a student from school on one or more of the following grounds: disobedience, misbehaviour, conduct that adversely affects, or is likely to adversely affect other students, conduct that adversely affects or is likely to adversely affect the good order and management of the school, the student's attendance at the school poses an unacceptable risk to the safety or wellbeing of other students or staff, the student is charged with a serious offence.

The student and their parent should be advised that the principal is considering suspension. The student and parents should be afforded the opportunity to hear and respond to the allegations prior to the principal making a decision about suspension. Once a decision is made by the principal to retain or suspend, the outcome is conveyed by the principal, or the appropriately authorised officer, to the student and the parent.

Following this, they will arrange for written notice to be sent. The written notice should be sent via registered post so that a record exists of the dates and receipt notice. The principal ensures there is a staff member named in the written notice to the student and parent who is nominated as a point of contact for the student and their parent during the period of suspension.

During the period of suspension, regardless of length, the student will be supported by the school to continue their education program. This is the responsibility of the principal to arrange, usually through the nominated staff member identified as the point of contact. Students who are on suspension are not permitted to attend any state school activity including trips and educational outings or celebrations. Their enrolment remains in effect until the period of suspension has expired, even if parents have indicated that they are withdrawing their student to seek enrolment at another school.

The student, their parent, or someone else on their behalf, is entitled to appeal a long suspension decision. They can send a submission to the Director-General or their delegate for a review of a long suspension decision. The appeal process takes up to 40 school days to finalise and it is important to understand that an appeal will not typically be completed before a long suspension has been completed by the student. The purpose of an appeal is to review the decision, and if the decision is amended or set aside, this will be reflected in the student's OneSchool record.

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