



**School**  
**Dunedin Rudolf Steiner**  
Learning with head, heart and hands

### Procedure on Stand downs, Suspensions and Expulsions

The School Board is accountable for ensuring the school abides by current legislation on Stand downs, Suspensions and Expulsions. The Management Team is responsible for ensuring that the school operates within these rules and guidelines.

**Stand-down** means the formal removal of a student from school for a specified period. Stand-downs of a particular student can total no more than 5 school days in a term or 10 school days in a year.

**Suspension** means the formal removal of a student from school until the board of trustees decides the outcome at a suspension meeting.

**Exclusion** means the formal removal of a student aged under 16 from the school and the requirement that the student enrol elsewhere

When dealing with instances where stand downs, suspensions or exclusions may be appropriate, Dunedin Rudolf Steiner School will ensure that:-

- The responsibilities of the Board to provide a safe environment for its students have been properly considered
- The situation and rights of the student concerned have been fully considered
- The Behaviour Management Policy and Procedure has been followed up to the point where a stand down, suspension or Exclusion is considered
- The matter has been discussed and minuted by the School Teachers before it is taken to the Board

In all cases section 13-18 of the Education Act 1989 will be adhered to as will Ministry Guidelines "Education (Stand-down, Suspension, Exclusion, and Expulsion) Rules - Ministry of Education". The Principal will always act in consultation with the School Teachers.

The Principal will ensure that any stand-downs and suspensions are reported to the Ministry of Education using "Enrol".

All staff, members of the Board and the school community are informed of this policy and consulted with prior to any changes.

Signed.....  
By Principal

Date 15.9.2023

Print name... Anna Noble

Review date 15.9.2026