



Part 2.1.3 - Governance Processes and Procedures – Disciplinary Committee Terms of Reference

2.1.3 Disciplinary Committee Terms of Reference

Purpose:

To ensure that all processes relating to the suspensions of students adhere to the requirements of Education and Training Act 2020, Education (School Boards) Regulations 2020 and Ministry of Education Guidelines.

Committee members:

- All members of the board excluding the principal.
- The chair of the committee is the board presiding member or in the presiding member’s absence will be determined by the committee.
- The quorum for the committee shall be two members.

Delegated Authority:

- That the powers conferred on the board under Sections 81 and 83 of The Education and Training Act 2020 be delegated to the discipline committee of the board.
- The committee will:
 - a. act in fairness, without bias or prejudice and with confidentiality
 - b. act within legislation and the MoE guidelines
 - c. act only on written and agreed information, not verbal hearsay
 - d. use processes of natural justice in discipline hearing procedures
 - e. make recommendations on discipline matters to the board as necessary.
- The board will be kept informed of the number of stand-downs, suspensions, exclusions and expulsions at each board meeting by the principal.

Review schedule: Triennially

BoT Meeting Reviewed:	7 December 2021
BoT Meeting Approved:	7 December 2021
BOT Chairman:	Chris France
Signed by BOT Chairman:	
Date:	7 December 2021