

The Riverina Anglican College	Policy No. 21	
ENROLMENT POLICY	Effective: Oct 2002 Revised: February 2013	Page 1 of 3

1 Related Policies

This Policy should be read in conjunction with:

- Policy 2: Staff Policy
- Policy 7: Safe and Supportive Environments -Child Protection Policy
- Policy 15: Administration Policy
- Policy 17: Critical Incident Management
- Policy 20: Employee Grievance Policy
- Policy 29: Work Health and Safety Policy

Schools Ethos Statement of The Anglican Diocese of Canberra Goulburn. See College website: <http://www.trac.nsw.edu.au/who-is-trac/aimsethos/>

2 Introduction

In dealing with enrolment, inclusion and exclusion from the College as well as in the day to day dealing with our students, the College strives to meet legal, moral and ethical requirements from a number of sources. These include legal obligations under the Disability Discrimination Act 1992, the Work Health and Safety legislation, the Privacy Act as well as meeting the Diocese of Canberra Goulburn School Ethos Statement.

3 Enrolment Policy

The College has an open enrolment policy whereby no potential student is denied access except in the following circumstances.

- 3.1 Where the College can show reasonable grounds under the Disability Discrimination Act that the College is unable to meet the needs of a particular student. "Reasonable grounds" is well defined by legal precedent in cases such as Hills Grammar School v Human Rights and Equal Opportunities Commission FCA 658. This may include evidence of challenging behaviour, intellectual, physical or emotional disability evidenced in previous school reports submitted to the school either prior to or at the enrolment interview with the Principal or his/her delegate.
- 3.2 Where the College's resources have already been sufficiently expended in providing access to other students with disabilities.

Acceptance of one or more students with a similar disability does not indicate that more students with similar disabilities may automatically be catered for.

- 3.3 Where the faith of the potential student would require obligations of observance that would undermine the College's Christian Principles. This may include alternative prayer obligations or dress such as the Sikh headdress.

4 Exclusion/Expulsion Policy

- 4.1 A student may be asked by the Principal to withdraw from the College under the following circumstances. Failure of a parent/guardian to withdraw will lead to expulsion.
 - 4.1.1 Where the student has contravened one of the specified standards of the College leading to expulsion. This includes the possession of illegal drugs or weapons at school, students who injure, harm or threaten other members of the school or wider community or aberrant behaviour that persistently has negative impact on the teaching and learning of others.
 - 4.1.2 Where fee payments have fallen into arrears by more than 60 days and sufficient opportunity has been allowed to show special circumstances.
- 4.2 The process leading to a request to withdraw a student would usually include one the following circumstances
 - 4.2.1 An incident where the specific standards of the College are contravened may in a single act provide grounds for exclusion/expulsion.
 - 4.2.2 Where students receive 'yellow cards' from staff indicating a specific warning of aberrant behaviour. The student should be counselled with a clear indication of what is acceptable and non acceptable behaviour. Where the aberrant behaviour is repeated the parents should be consulted and/or interviewed following a written outline of the behaviour expectations. Failure to meet these expectations provides specific grounds for asking the student to withdraw. Failure to withdraw would lead to expulsion.
- 4.3 Where the aberrant behaviour may have resulted from a physiological or psychiatric disability the Principal, in consultation

with staff and /or clinical advice, will review the student's case and determine

- the likelihood of further behaviour regularly affecting the welfare of others
- the likelihood of the good reputation of the College being brought into disrepute.

- 4.4 Suspension, exclusion and expulsion of a student is at the discretion of the Principal.
- 4.5 Where an excluded or withdrawn student seeks re-enrolment the same procedure outlined in 4.3 will apply. That is, the student's potential behaviour will be assessed by the Principal in consultation with staff. The Principal is responsible for the final decision.