

Student Disciplinary Procedure

We want all our students to enjoy their experience without being disturbed by the misconduct of another student.

The 4 steps

1. Informal verbal warning	For your first minor offence, you will receive an informal verbal warning from centre staff, usually your teacher. <i>Please behave properly!</i>
2. Formal verbal warning	For your second offence, you will receive a formal verbal warning from the management staff. This is recorded on your file. <i>Remember, next time there will be more serious consequences!</i>
3. Written warning	For your third offence or more serious misbehaviour, you will receive a written warning. Your parents will be informed and you will be brought to a meeting with the centre management. <i>You may miss out on excursions and/or activities!</i>
4. Expulsion from the centre	If you continue to behave badly after the written warning, or you commit a very serious offence (for example, putting yourself or others in danger), you may be sent home.



Important:

If you commit a very serious offence, you may be sent home immediately without going through all 4 steps!