



STUDENT EXPULSION POLICY

Castle School is committed to taking all reasonable steps to ensure the students have the opportunity to successfully complete their programs. The school has a commitment to ensure that, within this general framework, all students are treated fairly and equitably. Students who do not support the academic and ethical goals of the school for themselves and their fellow students may be subject to penalties, up to, and including expulsion.

In general, Castle School will attempt to resolve a situation without expulsion. Verbal warning, written warnings and suspension may precede this final and most serious of actions. **Where Castle School deems the integrity, safety or well being of the school, students, staff, or visitors to be in danger then expulsion may be applied at the school's discretion at any point in the process.**

In conjunction with policy, Castle School will have to ensure that students receive and are aware of its code of conduct, including its attendance policy.

The following outlines **the conditions** under which a **student may be expelled**:

- **CODE OF CONDUCT**, all students are required to adhere to Castle School's codes of conduct. Serious or repeated breaches of this code could result in expulsion.
- **DRUGS / ALCOHOL / WEAPONS**, students who are found under the influence of drugs and/or alcohol or carrying weapons will be subject to immediate expulsion.
- **ATTENDANCE**, students who do not achieve the required attendance as stated in the school policy are subject to possible expulsion.
- **HARASSMENT OR DISCRIMINATION**, Castle School does not condone harassment or discrimination of any student, staff, client or visitor. Students participating in harassing or discriminatory activities are subject to immediate suspension pending investigation. Expulsion is mandatory for any student who is deemed by the investigation to have engaged in harassing or discriminatory activities.
- **MISUSE OF SCHOOL PROPERTY**, school property is for the provision of school services. Students, who damage, misuse, steal or otherwise use the property in a way that is prohibited may be expelled and required to make restitution.
- **ENDANGERMENT OF STAFF OR STUDENTS**, Castle School is committed to the right of all school staff, students, clients and visitors to be safe. Students who by action or neglect in any way endanger the safety of themselves or other may be expelled.

Students who are subject to expulsion for any reason will be notified in writing, either hand delivered or by registered mail. Castle School is not responsible for non-delivery by registered mail if the student has not provided a valid home address where the student currently resides. The notification will contain a description of the basis for expulsion and the effective date. **Expelled students who dispute the facts of the expulsion must appeal the decision within three days of the notification following the complaints procedure provided to the student and providing sufficient proof to support the complaint.** Students who file an appeal and are unsuccessful are considered immediately withdrawn from Castle School.

In the event of expulsion, no fees will be returned.