



The Scots College
Sydney Australia

Student Discipline Policy

1 Commencement

This policy commences on 25 March 2026.

2 Application

This policy applies to students at all College campuses.

3 Source of Obligation

The *NSW Education Standards Authority's (NESA) Registration Manual¹ (B9.1)* requires the College to have policies relating to the discipline of students attending the College that are based on principles of procedural fairness and that do not permit corporal punishment of students.

4 The College's Policy

Any breach of the Student Code of Conduct will be handled in accordance with the College's Student Discipline Policy.

4.1 The Rules and Expected Standards of Behaviour

- a. Students are expected to abide by the College's rules and policies, as well as the directions of teachers and staff.
- b. The College's written rules include the following:
 - i. Student Code of Conduct
 - ii. Student Anti-Bullying Policy
 - iii. Uniform Policy

¹ NSW Registration Systems and Member Non-Government Schools Manual, NESA (September 2023).





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4.2 Prohibition of Corporal Punishment

All forms of corporal punishment are strictly prohibited. The College does not explicitly or implicitly sanction the administration of corporal punishment of students by others.

4.3 Student Discipline Framework

- a. The Student Discipline Framework categorises student misbehaviour and provides guidance on appropriate consequences.
- b. There are four levels of student misbehaviour ascending in severity:
 - i. **Level Zero:** The student's behaviour causes minor disruption to the College environment. These occur mostly as a result of a student's recklessness or error in judgment.
 - ii. **Level One:** The student's behaviour may cause repeated and/or significant disruption to the College environment.
 - iii. **Level Two:** The student's behaviour evidences a disregard for the College's expectations of its students. It may also negatively impact upon others.
 - iv. **Level Three:** The student's behaviour poses a significant risk to the safety, dignity or rights of others. It jeopardises the College's ability to properly discharge its duty of care to the student and/or others.

4.4 The College's Approach

- a. The goal of student discipline is self-discipline. Correct behaviours are learned over time and must be continuously reinforced until they become a personal choice, i.e. self-discipline is achieved. This is a broader learning experience for each student, which is enforced both via positive affirmation and consequences which are reasonable and justifiable.
- b. The College teaches students to accept that our actions have consequences. All consequences are intended to deter misbehaviour, offer opportunities for self-reflection and to ensure the safety, dignity and flourishing of others.
- c. The College strives for equity when responding to student misbehaviour while recognising also that a one-size fits all approach, in some instances, is neither effective nor fair. As such, each student's context is considered carefully, namely their developmental stage and/or any other relevant medical information and whether or not there is a repeating pattern of misbehaviour.





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- d. In line with this, the College is committed to ensuring that all disciplinary decisions comply with the *Disability Discrimination Act 1992* and the *Disability Standards for Education 2005*. When considering an incident of student misbehaviour, staff will identify whether the student has a disability and whether the behaviour may be influenced by that disability or related factors. Where relevant, staff will consider and apply reasonable adjustments that support the student's access to the disciplinary process and the broader educational program.
- e. Identification of required adjustments may occur through consultation with the student, parents or carers, teachers, the Learning Support team, counsellors or other Specialist Support Persons before any adjustments that are practical, reasonable and proportionate are implemented in a timely manner.
- f. The College commits to reviewing all adjustments throughout the discipline process to ensure they remain appropriate and effective.
- g. All adjustments identified, implemented or reviewed during the discipline process will be documented to ensure transparency, consistency and procedural fairness.
- h. In keeping with its goal of self-discipline, where appropriate, the College may employ additional pastoral and restorative measures during the discipline process, for example, counselling.
- i. It is not the intention of the policy for students to feel rejected by the College during the discipline process but encouraged to improve. That being said, students must understand that breaching the Student Code of Conduct may jeopardise their place at the College, particularly where it puts the safety and wellbeing of others at risk.
- j. The College retains ultimate discretion to determine the appropriate consequences for a student's misbehaviour. The input of staff, students, parents and guardians is welcomed during the discipline process and will be taken into account where relevant, however, the College's final determination is not subject to further appeal.
- k. The College's approach to discipline is informed by the principles of procedural fairness. This is intended to complement each student's right to be treated with respect, courtesy and kindness, per the Student Code of Conduct.
- l. The Student Discipline Review Committee (SDRC) is made up of staff across the College's campuses. The SDRC may be convened by the Principal or the Deputy Principal - Student Experience when either long-suspension or expulsion are being considered as consequences, or otherwise to determine the appropriate consequences for more serious instances of student misbehaviour.





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- m. Parents and guardians are partners of the College in laying foundations for discipline. They are also expected to cooperate with the College throughout the discipline process and participate gainfully where appropriate.

4.5 Disciplinary Consequences

- a. There are a range of consequences the College may deem appropriate to respond to student misbehaviour. These consequences depend on the circumstances of the matter and on the relevant factors in each case.
- b. Below are examples of possible consequences:
 - i. **Warnings or reprimands (verbal and written):** These are either informal or formal notices given to students as notice that they have misbehaved. All formal warnings or reprimands are to be notified to the student or to the parents if appropriate in the circumstances.
 - ii. **Demerits, Behaviour Checks or Parental Contact:** These formal sanctions are recorded on the student's record and are notified to parents.
 - iii. **Clean up duties:** Students are given basic cleaning tasks on College grounds, for example, picking up litter. These may be issued at the same time as detentions.
 - iv. **Loss of privileges and withdrawal from College activities:** The temporary removal of specific opportunities or activities, including extracurricular activities, that students typically enjoy, for example, preventing a student from using a certain non-mandatory resource or attending an excursion.
 - v. **Detentions or Time-Outs:** The student is required to remain at the College during non-class time or non-activity time under the supervision of a member of staff. Detentions may be enforced at lunchtime, at the end of the school day or on Saturdays. Time-outs involve in-class behaviour management where the student is unable to participate in their usual class or activity under staff supervision for a short period.
 - vi. **Internal Suspension:** The student is required to attend the College during the school day but is removed from their regular classroom environment. Students serve their suspension on campus under direct supervision and in a designated area.
 - vii. **Short-suspension:** Temporarily removing a student from the College and/or College activities for one day or less. This can be enforced on a weekday (classes and activities if





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- any) or a Saturday (activities). Consecutive suspensions that each fall within the one-day limit may continue to be classified as short suspension.
- viii. **Long-suspension:** Temporarily removing a student from the College and/or College activities for two or more days. A student may be placed on long-suspension while a determination on their possible expulsion is pending.
 - ix. **Expulsion:** The student is permanently removed as a student of the College and not permitted to return.
- c. The College may employ additional remedial or pastoral measures to provide students with targeted interventions and additional supports to improve their behaviour, such as:
- i. **Counselling:** A referral to the College's Counselling Centre may be made in response to any instance of student misbehaviour where the College deems appropriate. The referral may be for a fixed number of sessions or until improvement is observed. Any referral is made in accordance with the College's Counselling Policy.
 - ii. **Behaviour Management Plan:** The College may implement a Behaviour Management Plan for a particular student in response to misbehaviour. This is a structured and individualised discipline program that incorporates intervention and monitoring, for example, counselling and regularly scheduled check-ins. These are typically a collaborative effort by teachers, students, parents or guardians and, if appropriate, a College counsellor.
- d. The required behavioural improvements of the student will be clearly and specifically described and any changes or modifications to their environment or schedule outlined.
- e. The College will review, assess and modify the Behaviour Management Plan as needed.

Notes

Student Discipline Policy

Date adopted: 24 March 2026

Date registered: 24 March 2026

Date commenced: 24 March 2026

Policy Owner: Deputy Principal - Student Experience

Policy Administrator: Director, Student Safeguarding and Care and the Heads of Campus

Review date: 24 March 2027





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Related documents:

- [Education Act 1990](#)
- [Children and Young Persons \(Care and Protection\) Act 1998](#)
- [Crimes Act 1900](#)
- [Anti-Discrimination Act 1977](#)
- [Disability Discrimination Act 1992](#)
- [Disability Standards for Education 2005](#)
- [NSW Education Standards Authority's \(NESA\) Registration Manual](#)
- *Student Code of Conduct*
- *Student Discipline Framework*
- *Student Discipline Procedures*
- *Student Anti-Bullying Policy*
- *Student Use of Illicit Drugs Policy*
- *Uniform Policy*
- *Counselling Policy*

Amendment History

Provision	Amendment	Commencing

