57 Barringo Rd
New Gisborne, VIC 3438

SUSPENSION AND EXPULSION POLICY

Global Village Learning | October 2026 |

This Suspension and Expulsion Policy applies to every young person enrolled at **Global Village Learning (GVL)** and to their families. It should be read together with the GVL Enrolment Agreement, the Child Safety Code of Conduct and the Community Expectations.

1. Purpose

We believe young people thrive when they experience Agency, Mastery and Community Connection, and when the community around them is safe, inclusive and caring. Most of the time, when behaviour has a negative impact, we respond through restorative conversations, reflection and repair, and the support of Guides and families.

Suspension and expulsion are not our preferred outcomes. We use them only as a last resort, when other responses have not kept a young person or our community safe. This policy explains when they may be used, who makes those decisions, and how we make sure every learner and family is treated fairly.

It gives effect to Section 9.2 (When Behaviour Has a Negative Impact) and Section 11 (When Enrolment May End) of the GVL Enrolment Agreement.

2. Scope

This policy applies to every enrolled learner, in all physical and online GVL environments and at GVL-connected activities, including Offsite Learning, excursions and camps.

It covers:

- suspension of a learner
- expulsion of a learner for serious behaviour
- the related grounds in Section 11 of the Enrolment Agreement for ending an enrolment because of the conduct of a parent, guardian or other adult, non-payment of fees, or false or misleading information.

It does not cover ending an enrolment during the One Term Trial Period, which is governed by clause 6.6 of the Enrolment Agreement (see Section 11 of this policy), or a family's own decision to withdraw under clause 6.5.

3. Legislative and Regulatory Context

GVL is a registered independent school in Victoria. This policy operates under:

- *Education and Training Reform Act 2006* (Vic) and the VRQA Minimum Standards for school registration, including the requirement that discipline is based on procedural fairness and does not permit corporal punishment
- Ministerial Order No. 1359 and the Child Safe Standards
- Reportable Conduct Scheme under the *Child Wellbeing and Safety Act 2005* (Vic)
- *Disability Discrimination Act 1992* (Cth) and *Disability Standards for Education 2005* (Cth)
- *Equal Opportunity Act 2010* (Vic)
- *Privacy Act 1988* (Cth)

Government-school instruments on suspension and expulsion do not bind GVL. Where this policy borrows from them as good practice, it says so.

4. Definitions

Term	Meaning at GVL
Learner / young person	A student enrolled at GVL. Regulatory documents may say “student”.
Guide	A GVL educator.
Learning Hub	A learner’s Developmental Learning Hub and home group.
Change to participation	A short, supervised adjustment to where or how a learner takes part, used restoratively under Section 9.2 of the Enrolment Agreement. It is not a suspension.
Suspension	Exclusion from attending GVL and GVL activities for a set number of school days, after which the learner returns. GVL does not use in-school suspension.
Expulsion	Permanent termination of a learner’s enrolment by the Executive Director because of the learner’s serious behaviour.
Termination of enrolment	Ending an enrolment on a ground in Section 11 of the Enrolment Agreement. Expulsion is one form of it.
Procedural fairness	The learner and family know the concern, can respond, and have a decision made by an unbiased decision maker on the facts (Section 9).

5. Guiding Principles

1. **Restorative first.** GVL responds to behaviour in ways that are reasonable, proportionate and restorative, consistent with its educational and child safety responsibilities (Enrolment Agreement, 9.2).
2. **Last resort.** Suspension and expulsion are used only when other responses have been tried or would clearly not keep people safe.
3. **Proportionate.** The response matches the seriousness of the behaviour, its impact and the learner’s age, development and circumstances.
4. **Procedural fairness.** Every learner and family gets the steps in Section 9 before a suspension or expulsion decision.
5. **Non-discrimination.** No learner is treated unfavourably because of disability, age, gender, race, culture, vulnerability, sexuality or ethnicity (Child Safety Code of Conduct, 8.2).
6. **Continuity of learning.** A suspended learner keeps access to learning, and an expelled learner of compulsory school age is helped into another registered setting.

7. **No corporal punishment.** Corporal punishment is never used at GVL, and GVL does not explicitly or implicitly sanction its use by any non-school person, including parents, to enforce discipline at GVL.

6. Responding to Behaviour Before Suspension

Where a young person's behaviour falls significantly outside our Community Expectations (Enrolment Agreement, Section 9), we start with responses that help them understand their impact, repair relationships and get the support they need. These may include:

- restorative conversations, reflection and repair
- a change to participation for the rest of a session or day
- additional support, including review of the learner's profile and any individual learning, behaviour support, health or safety plan (Enrolment Agreement, 6.7)
- a learning huddle or meeting with the family
- safety planning or a risk assessment.

We communicate openly with families and let them know about any significant incident on the same day where practicable. Each response is recorded in Compass.

7. Suspension

Suspension is not our preferred outcome. Where it is needed, its purpose is to keep people safe and to give the young person, their family and Guides time to plan a positive return, not to punish.

7.1 Grounds

A learner may be suspended where their behaviour, at GVL or at a GVL-connected activity:

- puts the safety of the learner, other young people, Guides or other adults at risk
- causes, or is likely to cause, significant harm, including bullying, harassment, discrimination or intimidation
- involves bringing or using prohibited substances or items that could place people at risk
- involves significant damage to GVL property or the property of others
- persistently and seriously disrupts the learning of others after restorative responses have been tried
- is a serious breach of the Community Expectations in Section 9 of the Enrolment Agreement.

7.2 Who Decides and for How Long

Decision maker	Maximum length
Campus Lead, after consulting the Executive Director	Up to 3 consecutive school days
Executive Director	Up to 5 consecutive school days

A learner should not be suspended for more than 15 school days in a school year. Beyond that, the Executive Director convenes a support meeting with the family to review the learner's plan. These limits follow Victorian government-school practice as a benchmark.

7.3 Immediate Safety

Where there is an immediate risk to safety, the Campus Lead may ask the family to collect the learner straight away. The learner stays supervised until collected. The procedural fairness steps in Section 9 then happen before a suspension is confirmed.

7.4 Notifying the Family

The family receives written notice of the suspension, normally on the day of the decision, stating the behaviour that led to the suspension, the dates of the suspension, the arrangements for learning, and the return meeting.

7.5 During the Suspension

- The learner is given learning to complete, appropriate to their Learning Hub.
- Attendance is recorded in Compass as a suspension.
- A suspension is not taken during a camp or Offsite Learning experience without the Executive Director's approval.
- The learner of compulsory school age must not be left without appropriate supervision arrangements; GVL discusses these with the family.

7.6 Return

Before or on the learner's return, the Campus Lead meets with the learner and family to welcome them back, restore relationships, agree on repair, and update any learning, behaviour support or safety plan together.

8. Expulsion and Termination of Enrolment

Only the Executive Director may expel a learner or terminate an enrolment (Enrolment Agreement, Section 11). The Executive Director will act reasonably and proportionately and will provide the family with written notice of any decision to terminate enrolment. Ending an enrolment is not GVL's preferred outcome, and we will work with the family to explore every reasonable alternative first.

8.1 Expulsion for a Learner's Behaviour

A learner may be expelled where their behaviour is so serious, or so persistent despite support, that their continued enrolment means GVL can no longer safely and reasonably support the safety, wellbeing or learning of that young person, other young people, Guides or adults, and other responses, including suspension and behaviour support planning, have not addressed the risk or would clearly not do so.

Examples include serious violence, sexual misconduct, serious or sustained bullying or harassment, supplying or using prohibited substances at GVL, and serious online harm to members of the GVL community.

8.2 Other Grounds Under the Enrolment Agreement

An enrolment may also be terminated on the grounds in Section 11 of the Enrolment Agreement:

Ground	Clause	Note
Non-payment of fees, with no agreed payment arrangement or one not complied with	11.1	Not GVL's preferred outcome; families are encouraged to raise financial difficulty early.
Materially false, incomplete or misleading information relevant to the enrolment decision	11.2	Applies to the application process and the enrolment.
Serious or repeated breach of the Child Safety Code of Conduct or Community Expectations by a parent, guardian or other adult associated with the enrolment	11.3	Concerns the adult's conduct, not the learner's.

8.3 Alternatives to Consider First

Before deciding to expel, the Executive Director considers whether a negotiated transfer to another school, a modified or part-time attendance arrangement, or further support would better serve the learner and the community.

9. Procedural Fairness

Before deciding on a suspension or expulsion, the Campus Lead or Executive Director will, where reasonably practicable:

1. Gather the facts, including the learner's account, accounts from Guides and other young people where appropriate, and any records.
2. Meet with the learner and family to discuss the concerns (Enrolment Agreement, 11.4). The learner may bring a support person, and an interpreter is arranged where needed.
3. Give the family written notice of the concern and the possible outcome.
4. Give the learner and family a reasonable opportunity to respond. For a proposed expulsion this is at least 5 school days.
5. Consider everything provided, including the learner's age, disability, wellbeing, circumstances and any plan in place.
6. Make the decision without bias. A person directly involved in the incident does not make the decision.
7. Give the decision in writing with reasons, the dates that apply, and how to seek a review (Section 13).

Where the behaviour raises a child safety concern, it is reported to the Wellbeing Coordinator and managed under the GVL Child Safety Responding and Reporting Obligations Policy and Procedures and the PROTECT Four Critical Actions. Child safety reporting is never delayed by this process.

10. Learners with Disability and Priority Cohorts

Where behaviour may relate to a learner's disability, GVL first considers whether reasonable adjustments, a behaviour support plan or other supports can address it, in consultation with the family. GVL will not suspend or expel a learner because of their disability where reasonable adjustments can be made without unjustifiable hardship to GVL (*Disability Discrimination Act 1992*, *Disability Standards for Education 2005*, *Equal Opportunity Act 2010*).

GVL celebrates diversity and welcomes young people from a wide range of backgrounds, identities and learning profiles. We take particular care to promote the cultural safety, participation and empowerment of:

- Aboriginal and Torres Strait Islander young people
- young people from culturally and linguistically diverse backgrounds
- young people who are unable to live at home
- LGBTIQ+ young people.

This reflects the Child Safety Code of Conduct, 8.1, and the Child Safe Standards.

11. Relationship with the One Term Trial Period

Ending an enrolment during the One Term Trial Period under clause 6.6 of the Enrolment Agreement is not an expulsion. During the Trial Period:

- GVL may end the enrolment by written notice from the Executive Director or Campus Lead, stating reasons and an end date not less than 10 school days after the notice

- GVL first meets the family, explains its concerns and gives them a reasonable opportunity to respond
- the grounds in Section 8 of this policy are not required, but the procedural fairness, non-discrimination, review and continuity of schooling protections still apply (Enrolment Agreement, 11.5)
- no financial penalty applies and the Community Bond is refunded in full.

Suspension and expulsion under this policy remain available during the Trial Period where the behaviour warrants them.

12. Continuity of Schooling, Records and Transfer

When an enrolment ends by expulsion or termination, we will:

- keep the learner enrolled and record attendance until the last day of attendance
- record the cessation date in the Enrolment Register (EnrolHQ and Compass)
- provide the required records and transfer information to the receiving school or setting, in line with the VRQA Minimum Standards and the *Education and Training Reform Act 2006*
- for a learner of compulsory school age, work with the family to identify another registered school or a permitted arrangement such as home schooling registered with the VRQA, which the family must have in place from the day after the enrolment ends.

Records of every suspension, expulsion and termination, including notices, meeting notes and responses, are kept in Compass and managed under GVL's privacy and records management processes.

13. Review and Appeal

GVL values respectful and transparent communication. A family may ask for a review of a suspension, expulsion or termination decision through the GVL Grievances and Complaints Policy (Enrolment Agreement, Section 12).

- A request to review an expulsion or termination is made in writing to **hello@gvl.vic.edu.au** within 10 school days of the decision.
- The review is conducted by the Chair of the GVL Board, or a Board delegate who was not involved in the decision.
- The reviewer may confirm, vary or set aside the decision and gives written reasons.
- An expulsion or termination normally stands while the review is under way, unless the reviewer decides otherwise.

Where a decision concerns the Executive Director, the matter is referred to the Chair of the GVL Board, consistent with clause 8.3 of the Enrolment Agreement.

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14. Roles and Responsibilities

Role	Responsibilities
GVL Board	Owns and approves this policy; the Chair (or a delegate) hears reviews of expulsion and termination decisions.
Executive Director	Responsible person; decides suspensions over 3 days, expulsions and terminations; ensures procedural fairness.
Campus Lead	Implements the policy at each campus; decides suspensions of up to 3 days; leads return meetings.
Wellbeing Coordinator	Receives child safety concerns; advises on wellbeing, behaviour support and safety plans.
Guides	Use restorative responses first; record incidents in Compass; report concerns to the Campus Lead.
Director of Village Operations	Maintains enrolment records and the Enrolment Register; manages notices, transfer information and fee matters.
Families	Take part in meetings and planning; supervise the learner during a suspension; secure another schooling arrangement if the enrolment ends.

15. Related Documents and Review

- Enrolment Agreement (September 2026), in particular clauses 6.6, 6.7, 8.3, 9.2, 11 and 12
- Enrolment Policy 2026
- Child Safety Code of Conduct
- Child Safety and Wellbeing Policy
- Child Safety Responding and Reporting Obligations Policy and Procedures
- Complaints and Grievances Policy
- Independent Schools Victoria Reportable Conduct Scheme Policy

This policy is published on the GVL website and available at the GVL office. It is reviewed every three years, or earlier when legislation, the VRQA Minimum Standards or the Enrolment Agreement changes.

Policy owner: **GVL Board of Directors**

Responsible officer: **Executive Director**

Implementation: **Campus Lead**

Approved: **28 October 2026**

Next review: **2029**