



MAYFLOWER COLLEGE

Mayflower College Discipline Policy

All students and staff at Mayflower College must show respect to each other at all times.

Mayflower College reserves the right to ask a student or staff to leave due to misconduct (unacceptable behaviour), non-payment of fees or non-attendance.

The following behaviour is not acceptable: harassment, bullying, actual or threat of violence, damage to personal property and verbal abuse based on racial, sexual, religious or other perceived differences.

If you have problems with discipline or behaviour with any student or staff member, please advise the Director of Studies or General Manager.

1. Recording incidents

Incidents will be recorded and if necessary a meeting will be held to discuss the problem.

On some occasions no further action may be necessary (for example if an apology or solution is reached through discussion acceptable to all parties involved).

However, disciplinary procedures may also be followed.

2. Warnings – Disciplinary procedures

Mayflower College's policy is to give three warnings:

- Recorded oral warning
- First written warning
- Final written warning

Any warnings given specify a review period. Appropriate support and /or targets for behaviour will be given and monitored. At the final written warning, staff/students will be advised that the next issue will lead to dismissal or expulsion.

3. Dismissal/Expulsion

At the final written warning, students/staff (and, if applicable, parents and/agents) will be advised of the Dismissal or Expulsion arrangements if the behaviour continues. Mayflower College strives to be fair and considerate in matters concerning refunds or repatriation costs.

Last reviewed 01/12/2022