

EASTBOURNE ISLAMIC CULTURAL CENTRE

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EICC Madrasah Discipline Policy

There are times when pupils are in breach of Madrasah rules. The following is a list of sanctions that will be applied by the Madrasah.

Discipline Procedure

- ▶ Parents are expected to support this policy. Parents will be notified by letter if pupils fail to follow the rules and which sanction will be applied.
- ▶ If pupils continue to misbehave, they will be referred to the Head Teacher who may deal with the referral in a number of ways.

Detention

- ▶ Parents will be given at least 24 hours' written notice of a detention so that arrangements can be made for transport or childcare.
- ▶ The notice should tell you why the detention was given and how long the child will have to stay at Madrasah.
- ▶ If they fail to attend without a reasonable excuse, the Headteacher may apply a more severe sanction.
- ▶ DETENTIONS WILL ALWAYS TAKE PLACE ON A THURSDAY AFTER MADRASAH AND WILL LAST BETWEEN 20 MINUTES TO A MAXIMUM OF ONE HOUR.
- ▶ If you object to the detention, you may explain your situation to the Headteacher, he may reconsider giving the detention in certain exceptional and genuine circumstances.

Expulsion

The Madrasah reserves the right to expel a pupil permanently from the Madrasah in the event that his or her misbehaviour is so serious as to warrant the decision that permanent exclusion is the only way to avoid serious harm to the education or welfare of other pupils. This will only take place in extreme circumstances where the Madrasah have exhausted all possible means to discipline the child.

Before a decision is taken to expel a child, the following requirements must have been met.

The Head has fully investigated and concludes beyond any reasonable doubt that the pupil did what has been alleged

The pupil is given an opportunity to state his or her version of what happened and to explain his or her behaviour.

The parents are notified as soon as possible of the incident giving rise to the investigation and that misbehaviour may lead to a fixed term suspension or expulsion and are given an opportunity to make representations to the Head Teacher or the Madrasah Committee.

The Masjid Committee have been informed, and having reviewed a report on the case, satisfy themselves that expulsion is the appropriate sanction to be applied in the interests of the Madrasah as a whole.

Temporary Expulsion (Suspension)

- ▶ The Head, may, at his discretion, require that a pupil be temporarily removed from the Madrasah and kept home.
- ▶ Temporary suspension will last no longer than TWO DAYS.
- ▶ It should only be imposed if it is important, in the interests of the pupil or of the other pupils, that the pupil should be removed from the Madrasah immediately to allow tempers to cool or to allow time for an allegation of serious misconduct which might lead to a fixed term suspension or expulsion to be investigated.
- ▶ No child is to be sent home until his or her parent has been informed and suitable arrangements have been made for his or her collection.
- ▶ The EICC Education Office must be informed as soon as possible by telephone or in person within 24 hours of the temporary suspension and the reasons for it.