

Policy and Procedure Register updates – Summary of upcoming changes to:

Student discipline, Cancellation of enrolment and Refusal to enrol – risk to safety or wellbeing procedures

1. Reason for new/updated policy or procedure

- Change to legislation/delegations Audit/review recommendation Due for review
 Change of policy/procedure requirements Other

The *Student discipline, Cancellation of enrolment and Refusal to enrol – risk to safety or wellbeing* procedures have been updated to clarify existing principal and decision-maker obligations under the *Human Rights Act 2019* (Qld) when making school disciplinary absence decisions.

Updates to the procedures are supported by guidance information in the *Principal Guidelines – Student discipline* and an optional template that can be used to support documentary evidence of an assessment of human rights.

2. Summary of changes

Changes to the procedure include:

- explicit reference in the *Student discipline, Cancellation of enrolment and Refusal to enrol – Risk to safety or wellbeing* procedures about the responsibility of school and departmental staff to undertake a human rights assessment and document the assessment appropriately as required by the *Human Rights Act 2019*.
- amendments to the *Principal guidelines – Student discipline* including the *Customer complaints* section (pages 14-15) and a new proposed section titled *School disciplinary absence decisions and human rights* (pages 25-27) to provide guidance on the consideration of human rights when making school disciplinary absence decisions (including a flowchart).
- creation of an **optional** template titled *School disciplinary absence decisions and human rights* to support documentary evidence of an assessment of human rights (DoE employees only).

The remainder of the supporting information for these updated procedures have not changed from the currently published versions:

- [Student discipline procedure](#)
- [Cancellation of enrolment procedure](#)
- [Refusal to enrol – Risk to safety or wellbeing procedure](#)

3. Impacts to roles and responsibilities

3.1 Does the new/updated content change staff roles/responsibilities *in any way*? Yes No

3.2 If yes, select the type of change (select all that apply):

- Revised responsibilities New/additional responsibilities Removed responsibilities

The updates do not introduce new procedural processes, rather the amendments clarify existing legislative obligations.

School disciplinary absence decisions are a complex activity that have always required principals and decision-makers to balance the rights of an individual student with the need of the school to provide a safe environment for all members of the school community.

The consideration of human rights places further emphasis on the importance of considering the individual rights of the student and, where a student's rights are being limited, providing documentation of this and a justification.

4. Communication and support for implementation

A communication plan has been implemented to ensure key staff are aware of the updates to the procedures and supporting resources available to assist them to meet their obligations under the *Human Rights Act 2019* (Qld) when making school disciplinary absence decisions.

For further assistance, please contact:

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