

# Student Discipline

## Objective

Cire Training places high priority on providing a safe, secure and welcoming environment that offers high quality education and training that supports and encourages students to engage with “lifelong learning”. Cire Training is committed to ensuring a positive and safe learning environment for all participants.

## Scope

- All administration staff, students and trainers of Cire Training
- RTO Manager
- Senior Manager, Training
- Executive Manager, Training & Community Hubs

## Policy

Students are encouraged to have consideration for other class members and staff, and treat them with due respect.

The Student Discipline Policy covers students:

- Whose behaviour is considered to be disruptive, inappropriate or intimidating.
- Who have engaged in plagiarism or collusion.
- Who are engaging in dangerous behaviours.
- Who are deliberately non-compliant with OH&S requirements.
- Improper use of Cire Training ICT facilities as per ICT usage agreement.
- Whose behaviour is discriminatory, prejudiced or may be deemed as bullying or harassment.
- Who inappropriately use Cire Training equipment, resources and facilities.
- Who steal from others or from Cire Training at Cire Training.

Any of the above behaviour's may be considered as “serious and wilful misconduct”, such behaviour can result in instant expulsion.

## Definitions

N/A

## Related Documents

- Student Welfare Policy and Procedure
- Student Handbook
- Tutor Handbook
- Student Complaints and Appeals Policy and Procedure
- Student Discipline Procedure

## Related Legislation

- Standards for Registered Training Organisations 2015

## Area of Compliance

- Cire RTO

## Organisational Area

Cire Training and Community Hubs

## Approved by

The Board

Signature:

A handwritten signature in black ink, appearing to be 'ABS'.

Date: October 2021

## Operative Date

May 2019

Updated October 2021

## Review Date

October 2023