

# THE IONA SCHOOL & THE IONA DAY NURSERY

## Required Withdrawal Policy

(written July 2016)

### Statement

The Iona School fosters a good and harmonious community; this in turn nourishes the Childs education.

We expect parents to understand and work with reasonable decisions made by the Iona College and respect and allow our staff to work freely without fear of harassment, bullying and anti social behaviour.

There are circumstances in the school community where the actions of parents are not compatible with the ethos and aims of the school or Nursery

In such circumstances it may be necessary to take action to prevent harm being caused to the school community or the harassment of staff.

In certain situations the exclusion policy will not be appropriate, so the Required Withdrawal Procedure will apply at the discretion of the college by unanimous vote.

### Policy and procedure

Parents may be required during term time or at the end or term time to remove a pupil/s either temporarily or permanently from the school or nursery if, in the opinion of the college, and at their discretion, the pupils continued attendance at the school or Nursery and /or the continuation of the relationship between the School and the pupils parents is such that;

- The Pupil is unwilling or unable to benefit sufficiently from the educational and other opportunities offered by the School; or
- The Pupil/s attendance and/or nature of the school /parent relationship pertaining the that pupil or pupils in not compatible with the efficient running and management of the school; or
- Where the pupil or the pupils parents continued relationship with the School is not compatible with the aims and objectives of a Steiner education
- Where staff members safety and wellbeing is at risk
- Where unforeseen circumstances apply, in the reasonable judgement of the college

### Procedure for Required withdrawal

- The College shall consult with the parents should the circumstances as described above arise, before making a decision to require the withdrawal of a pupil of the school.
- If both parents refuse to attend this meeting, or in the case of separated parents, the parent who has parental responsibility, without reasonable excuse, or staff safety is compromised by the parents attending, then the college will make the decision without consultation of both parents.
- During this meeting, the college will have a written timeline of concerns to present to the parents.
- The college shall make such a decision in writing
- No notice period is necessary for a required withdrawal
- The College shall act with procedural fairness in making this decision, full supporting documentation will be evidenced and discussed until all college members feel satisfied that the withdrawal will be in the ultimate interests of the child and staff continued well-being

- Parents may ask for a review of this decision and must do so in writing with grounds within 7 days of receipt of the College letter regarding the withdrawal of their child

#### **Trustee review**

- A review will be carried out by the Iona Trustees
- The member/s of Iona Trustees who carry out the review will have no involvement in taking the decision for the withdrawal of a pupil
- The parents will be informed of those member/s of the Trustees who should consider the review.
- The review will be conducted under fair procedures and in accordance with the requirements of natural justice, an oral hearing may not (at the discretion of the Trustees) be necessary
- Until such time as the review of the college's decision is completed by the board, the pupil and parents will not be permitted to attend the school.
- The board shall provide its decision in writing as to if they uphold or disagree with the college's decision.

#### Related policies

- Exclusion policy
- Admissions policy
- equality and discrimination policy
- Harassment of staff

#### **Issue date**

This policy takes effect from July 2016

#### **Review date**

This policy will be reviewed and revised by the school manager on an annual basis.

#### **Endorsement**

Full endorsement to this policy is given by:

Name: Mr Martin Taylor  
Position: Iona School Trustee  
Signed:   
Date: 04/08/18