



MIDSTREAM COLLEGE PRIMARY SCHOOL

DISCIPLINARY CODE FOR MAJOR OFFENCES

TRANSGRESSIONS

OFFENCE	FIRST OFFENCE	SECOND OFFENCE	THIRD OFFENCE
Arson	First warning. Punishment according to the offence sanctioned by the disciplinary committee.	Final warning and suspension from school for one week during which time counselling is recommended. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion
Drugs	First warning. Punishment according to the offence sanctioned by the disciplinary committee.	Final warning and suspension from school for one week during which time counselling is recommended. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion
Theft	First warning. Punishment according to the offence sanctioned by the disciplinary committee.	Final warning and suspension from school for one week during which time counselling is recommended. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion
Drinking / Alcohol abuse	First warning. Punishment according to the offence sanctioned by the disciplinary committee.	Final warning. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion
Smoking	First warning. Punishment according to the offence sanctioned by the disciplinary committee.	Final warning. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion
Sexual harassment Possession of and/or distribution of pornography	First warning. Punishment according to the offence sanctioned by the disciplinary committee.	Final warning and suspension from school for one week during which time counselling is recommended. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion

Transgressions that can harm the safety of learners or harm the image of the school	First warning. Punishment according to the offence sanctioned by the disciplinary committee.	Final warning. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion
Vandalism	Break detention. (Parents informed.)	Final warning. Punishment according to the offence sanctioned by the disciplinary committee.	Dismissal / Expulsion
Bullying	Break detention. (Parents informed.)	Break detention. (Parents informed.)	Break detention. (Parents invited to school to discuss the seriousness of the matter.) Punishment according to the offence sanctioned by the disciplinary committee.
Cell phones	Cell phone to be confiscated for one day.	Cell phone to be confiscated for a week.	Cell phone to be confiscated for a month. (Parents to be contacted to discuss the seriousness of the matter.)
Bunking school	Break detention. (Parents informed.)	Break detention. (Parents informed.)	Break detention. (Parents invited to school to discuss the seriousness of the matter.) Punishment according to the offence sanctioned by the disciplinary committee.
Dishonesty	Break detention. (Parents informed.)	Break detention. (Parents informed.)	Break detention. (Parents invited to school to discuss the seriousness of the matter.) Punishment according to the offence sanctioned by the disciplinary committee.
Foul language	Break detention. (Parents informed.)	Break detention. (Parents informed.)	Break detention. (Parents invited to school to discuss the seriousness of the matter.) Punishment according to the offence sanctioned by the disciplinary committee.
In possession of a camera or video camera without permission	Break detention. (Parents informed.)	Break detention. (Parents informed.)	Break detention. (Parents invited to school to discuss the seriousness of the matter.) Punishment according to the offence sanctioned by the disciplinary committee.

The above information is intended to be a firm guideline, but there must be flexibility in that the principal retains the right to treat every case on its merits. Once a Disciplinary Enquiry has been

finalized, the case will be handled on its merits by the principal, as an independent party must adjudicate the matter.

The disciplinary committee will deal with all major offences. The committee will keep the parents informed of decisions, which have bearing on a learner's behaviour.

The Disciplinary Committee comprises:

- Principal
- Deputy Discipline
- Head of Learner Support
- Grade Head

In cases where a disciplinary enquiry is needed, the following persons will be required.

Disciplinary Enquiry comprises:

- Chairman (an independent party)
- Learner representative
- School representative

The learner has the right to representation from a selected staff member chosen by themselves or the parents. They also have the right to waiver school representation and may elect to be represented by a parent. All matters will be treated fairly. Parents are requested to attend a disciplinary enquiry involving their own child.

Five working days will be provided for the learner to prepare his/her case. The learner has leave to appeal against the outcome of the enquiry. The written appeal must be handed to the Principal within two working days after completion of the disciplinary enquiry.

- Reasons for appeal:**
- Procedural problems
 - Insufficient evidence