



Student Disciplinary Policy

1. Purpose

At LSI Portsmouth, we want all students to feel safe, happy, and respected.

We expect all students to:

- behave politely
- respect other students and staff
- follow school rules

This policy explains:

- what behaviour is not acceptable
- what will happen if rules are broken

2. Who this policy applies to

This policy applies to all students:

- in school
- in school accommodation
- on social activities organised by the school

3. Types of Misconduct

- Minor Misconduct

This is low-level behaviour that causes problems for others.

Examples include:

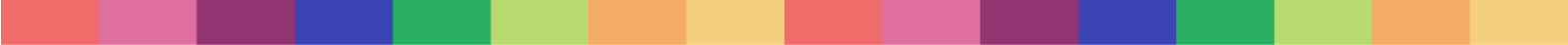
- being rude to staff or students
- using your phone in class when not allowed
- being late or missing classes
- not following instructions
- disturbing lessons
- making too much noise in school or accommodation

- Serious Misconduct

This is more serious behaviour that affects safety or wellbeing.

Examples include:

- bullying or threatening others

- 
- repeated bad behaviour after a warning
 - damaging school property
 - not following school rules
 - aggressive behaviour

- **Gross Misconduct**

This is very serious behaviour. It may lead to immediate removal from the school.

Examples include:

- physical violence or threats
- using or having illegal drugs
- stealing
- serious discrimination (e.g. racism)
- bringing a weapon
- behaviour that damages the school's reputation

4. Disciplinary Process

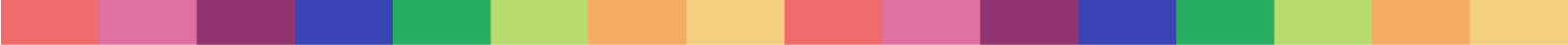
If you break the rules, the school will take action.

- **Stage 1: Verbal Warning**
 - You will speak to a teacher or manager
 - They will explain the problem
 - You will be told how to improve
- **Stage 2: Written Warning**
 - You will meet with a senior member of staff
 - You will receive a written warning
 - You may be asked to sign the warning
- **Stage 3: Final Written Warning**
 - This is a serious warning
 - You will be told that you must improve
 - If you do not improve, you may be asked to leave
- **Stage 4: Exclusion**
 - You will be asked to leave the school
 - There will be no refund of fees

5. Serious or Gross Misconduct

For serious problems:

- the school may investigate what happened
- you may be asked to attend a meeting
- other students or staff may be asked for information



In very serious cases:

- you may be suspended or asked to leave immediately
- this can happen without earlier warnings

6. Support for Students

We understand that sometimes students have personal problems.

If needed:

- the Welfare Team can support you
- you can speak to a member of staff

We encourage you to ask for help early.

7. Important Information

- All disciplinary actions are recorded
- Repeated bad behaviour will lead to stronger action
- You must follow all school rules at all times

8. Summary

We want everyone at LSI Portsmouth to:

- feel safe
- enjoy their studies
- respect each other