



Appealing a suspension or expulsion

Parent/carer fact sheet

What is an appeal?

An appeal is when you ask for a decision to be looked at again. This happens because you are not happy with a decision that has been made.

How do I appeal a suspension or expulsion?

You can appeal a suspension or expulsion if you believe that the principal made an unfair decision or didn't follow the correct procedures. Students, parents and carers can fill out an [appeal form](#).

Appeals can be lodged with the local [Education Office](#). The local Education Office can help you understand the process. They can also help you write the appeal. Your child's school can provide contact information for your local Education Office.

Only one appeal can be made for each decision. A decision about the appeal will be made by a Director, Educational Leadership or Executive Director, School Performance and will take between 15 and 20 school days to process. You will be contacted when the appeal is lodged and a decision is made. If you need further information you can contact the local Education Office where the appeal was lodged.

Outcome from a suspension appeal

If the appeal about a suspension is upheld, and the decision maker agrees with your request, the principal will contact you to make sure your child returns to school as soon as possible. The appeal decision will be noted on your child's records and the suspension will be removed from your child's record.

If the appeal about a suspension is not supported, and the decision maker does not agree with your request, your child will stay on suspension until the agreed date.

Outcome from an expulsion appeal

If the appeal about an expulsion is supported, and the decision maker agrees with your request, the principal will need to work with you to resolve any serious safety concerns and put in place support measures so that your child can return to school. The appeal decision will be noted on your child's records and the expulsion will be removed from your child's records.

If an appeal about an expulsion is not supported, and the decision maker does not agree with your request there may be a range of other options available to your child. In some circumstances, a decision may be made to place your child in another school or alternate setting more appropriate to their needs. The principal will work with you if this occurs.

If the appeal about an expulsion is not supported and your child is over 17 years old, you and your child should look for options to continue learning or transition to work.

How do I make a complaint?

Information on [advocating for your child](#) is available for parents. Information on [making a complaint](#) is also available if you still have concerns about the suspension or expulsion appeal process.

Information on communicating with schools is provided in the [School Community Charter](#).

Telephone interpreter service

If you wish to contact the school and need assistance with English please call the telephone interpreter service on 131 450, tell them what language you need and ask the operator to phone the school. The operator will get an interpreter on the line to assist you with your conversation. You will not be charged for this service.