



SANKT IGNATIOS
FOLKHÖGSKOLA

Policy Concerning Disciplinary Action

Sankt Ignatios Folkhögskola is a workplace that seeks to offer a safe working environment for both students and staff. All school activities should be characterized by an open atmosphere where different opinions can be shared without fear. The school therefore takes absolute exception to all kinds of violations against individuals and groups. If a student violates or threatens someone else at the school in any way (verbally, in writing, physically), the school will thoroughly investigate the incident. This policy describes the disciplinary consequences that may arise.

Violations and threats to staff or students made outside the school's regular activities and premises, e.g. in social media, may also lead to disciplinary action. During study trips, all time is counted as school time and participants must, throughout the trip, follow the rules prescribed by the school.

If students or staff commit violations of the law witnessed by school staff or reported to the principal, the crime will be reported to the police. Other behaviours that will be investigated if they adversely affect the teaching and environment at the school are: bullying, harassment and theft. Questions about the use and abuse of alcohol and drugs are set out in the "Drug and Alcohol Policy".

Questions about whether a student will be allowed to continue at the school if they do not pursue their studies at the required rate are decided by the relevant program or course.

Investigation

If an incident occurs, an investigation should be initiated immediately. The investigation will identify all the facts of the case. Information will be gathered from anyone who can provide relevant information.

Action Plan

The school will draw up an action plan with the aim of helping those involved to move forward and restore a healthy study climate.

Disciplinary warning

The offending student will be given a disciplinary warning to make it clear that the incident is not acceptable and that any repeat of the behavior may lead to expulsion from the school. The disciplinary warning will be in writing and the student concerned shall certify in writing that he or she has received the warning.

Suspension

Suspension of up to two weeks can be ordered with immediate effect by the dean. The suspension may be extended by the Executive Group of the Chairman pending full consideration of the possibility of expulsion at the next executive committee meeting.

Expulsion

Expulsion means that the student is forced to finish his/her studies at the school. It is the the Executive Group of the Chairman that decides on whether a student should be expelled at the suggestion of the dean.

Appeal

If a student wishes to appeal a decision to expel them, he/she should first take it up with the school's principal. If the student wishes to pursue the matter further, he/she must report his/her case to the Executive Group of the Board.

The student can then take the matter further to the Folkhögskola Student Rights Council. The council cannot change the school's decision but can make an opinion and make recommendations to the school.

