



## **DISCIPLINARY AND REFUND POLICY**

### **FOR INTERNATIONAL STUDENTS**

#### **Disciplinary Procedures:**

- The school is committed to providing support for each student.
- If a student's behaviour is inappropriate and/or unsafe, the parent will be asked to work with school to help the student make the necessary improvements.
- If the student's behaviour continues to be of concern, the Board of Trustees may terminate the enrolment, remaining fees may be refunded.
- The school is committed to a fair and transparent process.

#### **No refunds will be given if:**

- Students wish to transfer to another School.
- Students return home for any reason other than the students serious illness or the serious illness or death of a close member of the family.
- Students acquire permanent residence after having enrolled at the School. A part refund will be at the discretion of the Board of Trustees.
- If the withdrawal is prior to the student attending the School, the fees paid will be refunded, less administration costs incurred by the School.

Bruce Warren

Principal

I have read and understand the Mairangi Bay School Disciplinary and Refund Policy for International Students.

Parent/Guardian: \_\_\_\_\_ Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

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