



Student Expulsion Policy

Leeds Language Academy has the right to ask students who repeatedly refuse or do not follow our rules to leave. Students who do not respect our school, students, staff and the laws of the UK are not welcome at LLA.

If you break our rules:

- First, you will get a warning from your teacher.
- Next, you will get a warning from the Director of Studies. This meeting will be put into your student records.
- Next, you will get a written warning from the Director of Studies. The Director of Studies and Managing Director will talk to you in a meeting about the problem and try to find a solution. Your sponsor/agency will be told about the problems.
- Finally, you will be asked by the Managing Director to leave our school.
- If the situation is very serious (like abusive behaviour or stealing), we may need to call the police.

If you are asked to leave, you will not get a certificate or any refund. Any money you owe LLA for fees, accommodation or materials must be paid in full immediately. If you are staying with one of our homestay families, you must leave the homestay.

If you are a sponsored student, we will inform your sponsor of why you were asked to leave.

If you are expelled, you cannot make another booking at LLA for at least one year, without proving that your behaviour has improved. LLA will have the right to refuse your booking.

If a student or student representative would like to complain or appeal against an expulsion, please see our Complaints Policy.

LLA understands that unhappy students can sometimes show this by behaving badly. Our staff will try to help any students in a positive way, to avoid having to go through the process and we take pastoral care in the school very seriously. However, LLA has a duty of care to other students and staff so must deal with problems that are affecting other students.