

Student Suspension

-POLICY-

The Board recognizes and accepts its obligation to provide an educational program to all students of school age resident in the district. Further, the Board accepts its obligation to ensure due process in the management and discipline of students. Due process demands that each school develop a code of conduct and that it be communicated to students and parents.

The Board accepts that in specific circumstances, schools may need to suspend students from attendance at the school in order that the integrity of the school program is maintained and/or that the health, safety, and educational welfare of others be protected.

The Board expects that school personnel in the management and discipline of students employ a full range of appropriate restorative interventions.

The Policy and Regulations for Student Suspension are to be communicated to students and parents at the beginning of the school year.

-REGULATION-

Subject to applicable sections of the School Act, the Board authorizes principals to suspend a student from attendance at a school, provided that the Board continues to make available an educational program to that student, who:

- a) Fails to comply with a school code of conduct or other rules and policies; or
- b) Is suffering from a communicable disease or other physical, mental, or emotional condition that would endanger the health or welfare of other students in the school, as defined in Section 91 of the *School Act*.

The Board authorizes a principal and/or vice-principal of the school to delegate the responsibility for suspension, in the absence of an administrator, to a specific teacher. If the responsibility for suspension must be delegated to a teacher, a written record of this delegation shall be kept on file in the school office and school staff members shall be so informed. When a delegated teacher makes a decision to suspend a student, the administrator responsible for the school or program must be notified as soon as possible, and review the suspension upon their return to the school.

When considering the suspension of a student with special needs, the principal, or designate, must ensure that such students have been adequately assessed, that appropriate interventions are applied before suspension is considered, that the grounds for suspension are clear and appropriate, that meaningful education programs or interventions are offered during the period of suspension and that planning is undertaken for successful re-entry.

Procedures for the suspension of students shall be those defined below:

1. Student Suspensions

- 1.1 The administrator of a school in which the student was involved in an incident or set of circumstances may suspend students from attendance at a school or program only after a thorough investigation.
- 1.2 For every suspension, the principal, vice-principal, or delegated teacher shall report the circumstances and duration of the suspension to the parents/guardians or, if necessary, the designated adult family alternative as soon as possible. If it is not reasonably possible to meet with the parents/guardians, they are to be contacted by phone as soon as possible. In no case is a student to be sent home unless the parents/guardians have been advised and the safety of the student has been assured.
- 1.3 When a student is suspended, a letter of suspension is to be sent to the parents/guardians. A copy shall be forwarded to the Superintendent. Copies shall also be forwarded to the Principal of First Nations Education for suspensions involving First Nations students. A copy of this letter shall be placed in the student's personal file.
- 1.4 The return of the student at the end of a suspension may be made conditional upon the meeting of certain requirements, for example, a conference with parents/guardians. In addition, where appropriate the administrator and other school personnel, parents/guardians, and student should be involved in planning for the successful re-entry of a student to school at the end of a period of suspension.
- 1.5 In the specific event of a suspension under Section 91 of the *School Act*, parents/guardians must be advised and consulted before the student is suspended and an additional copy of the letter of suspension is to be sent to the School Medical Officer, who is responsible for managing the process for the return of the student.

- 1.6 The principal shall ensure that parents/guardians are fully aware of any action that the school requests that they take.
- 1.7 Students must have access to an educational program provided by the school during a period of suspension. While a suspension is in effect, school assignments will be provided to all students.
- 1.8 Principals are delegated the authority to suspend students for a period of 5 or fewer days. Principals may also suspend a pupil for an indefinite period. All indefinite suspensions shall be subject to review and action by the Superintendent (or designate). Such action shall include consultation with the principal, student, and parents/guardians.
- 1.9 Should a student be suspended from a school, he or she may neither register at nor attend classes at any other school in the district, nor without the expressed permission of the administrator, attend any school function at any school in the district, nor be found on school property, including a school bus, from one hour before and one hour after regular school hours, until the expiration of the suspension or until the matter has been reviewed and acted upon by the Superintendent (or designate).

2. Review Process For Indefinite Suspensions

- 2.1 The intent of the review process is to determine the best educational interests of the student, the school, and the school community. Students should be accompanied by a parent or guardian and may be accompanied by other advocates.
- 2.2 Normally, a review will not be scheduled until the student has been out of school for a minimum of five (5) school days, since an indefinite suspension is one that exceeds five (5) days.
- 2.3 It is the responsibility of the parents/guardians or student to initiate a review of an indefinite suspension by contacting the Superintendent (or designate). There will be a review of all indefinite suspensions. While it is expected that parents/guardians will initiate a request for the review of their child's indefinite suspension, the Superintendent (or designate) will notify parents/guardians by letter if a request has not been received from parents/guardians within two weeks of the suspension.

- 2.4 An indefinite suspension must be reviewed prior to the subsequent return of the student to any School District No. 58 school or program.
- 2.5 The review will be conducted by the Superintendent (or designate).
- 2.6 The Superintendent (or designate) will decide if and when a student will return to school, and will set any conditions that must be met. If parents do not accept the decision of the Review they may appeal the decision to the Superintendent (if the superintendent was not present at the review) and finally to the Board of Education.