

- Procedure Number: 515
  - Procedure Name: Suspension of Students (revision #1)
  - Date of Original: 1989 11 08
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**Suspension of Students**

1. Principals, Vice Principals, and Teachers-in-Charge, may suspend a pupil in accordance with the School Act when the Principal, Vice Principal, or Teacher-in-Charge concludes that:
  - (a) a student willfully refuses to comply with the code of conduct and other rules and policies of the Board or the school, or
  - (b) the behaviour of the student has a harmful effect on, or jeopardizes the safety of, others.
2. Consultation with parents and appropriate staff shall occur wherever practicable.
3. The Principal, Vice Principal, or Teacher-in-Charge shall forthwith report the circumstances and the duration of the suspension by letter to the parent or guardian of the student and shall, where possible, report the circumstances and duration of the suspension to the parent or guardian in person or by telephone.
  - (a) A copy of the suspension letter shall be forwarded to the Superintendent of Schools.
4. The Principal, Vice Principal or Teacher-in-Charge may, as appropriate and the circumstances warrant, assign an:
  - (a) in-school suspension, or
  - (b) out-of-school suspension
5. The Principal, Vice Principal, or Teacher-in-Charge shall make available an educational program to all suspended students.
6. Students who are assigned an In-School Suspension shall report regularly to school for the duration of the in-school suspension, and shall work under the supervision of designated school staff.
  - (a) Arrival and departure times, and break times, of in-school suspended students may be modified from the regular school timetable.
  - (b) Involvement in school-related social and extra curricular activities may be curtailed.
7. Students who are assigned an Out-of-School Suspension shall:
  - (a) remain free and clear of the school and school grounds for the duration of the suspension, unless the Principal, Vice Principal, or Teacher-in-Charge has made specific alternate arrangements.
  - (b) report to the Principal, Vice Principal, or Teacher-in-Charge at the end of the suspension period, to review any conditions of re-entry that may have been stipulated.
  - (c) not participate in school-related social and extra curricular activities.
8. The Board, in extreme circumstances, may refuse to offer an educational program to a student 16 years of age or older if that student:
  - (a) has refused to comply with the code of conduct, other rules and policies, or
  - (b) has failed to apply himself or herself to his or her studies.
9. See Section 11 of the *School Act*, specifically Section 2 which states:

“If a decision of an employee of a Board significantly affects the education, health or safety of a student, the parent of the student or the student may, within a reasonable time from the date that the parent or student was informed of the decision, appeal that decision to the Board.”