



*"Inspire learners, Integrate sustainability,  
Involve community"*

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## SCHOOL DISTRICT NO. 64

### PROCEDURE 400 Student Behaviour and Discipline

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Section: Students  
Dates of Revisions:  
Date of Adoption and  
Resolution Number: June 13, 2018- 76/18

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1. The School District No. 64 Board of Education expects that student discipline will, consistent with the School Act, be similar to that of a kind, firm and judicious parent, and not include corporal punishment.
2. School principals will develop school discipline policies and practices that will
  - a. address instances where students do not fulfil their duties as students
  - b. be in keeping with the students' age, abilities, and developmental levels
  - c. exist on a continuum in which the severity of consequences will match the severity of the behaviour concerned (in terms of intent, severity and frequency)
  - d. be, to the greatest extent possible, restorative rather than punitive
  - e. involve the use of alternatives which include counseling, mediation, and restorative justice measures whenever and wherever possible
  - f. maintain the dignity of all parties
  - g. when other efforts have failed, or the severity of the behaviour warrants it involve the suspension of privileges, including
    - i. use of district transportation services including buses and water taxis
    - ii. attendance in a program of the school
    - iii. attendance at school

#### **Suspension of Students from School**

1. Principals and/or Vice Principals are given general authority under the School Act-to suspend a student, and they may designate that authority to a Teacher-in-Charge.

2. School Principals or their designates 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 and/or well-being of others.
3. Principals will, wherever practical, consult with staff and/or parents /guardians and prior to suspending a student.
4. Principals will report to parents/guardians the circumstances of the suspension, its duration, and the conditions by which the suspension will be terminated. This can be done in person, by telephone, email, or another form of electronic communication. The principal will follow up with a formal letter, a copy of which shall be forwarded to the Superintendent of Schools.
5. Principals will report to parents/guardians the circumstances of the suspension, its duration, and the conditions by which the suspension will be terminated. This can be done in person, by telephone, email, or another form of electronic communication. The principal will follow up with a formal letter, a copy of which shall be forwarded to the Superintendent of Schools.
3. The suspension may take one of several forms, or some combination of these:
  - a. from a specific school program, or part of a program, commonly called an “in-school” suspension
  - b. from attendance at school for either a full or a part day, commonly called an “out-of-school” suspension
  - c. from use of one or more district transportation services, including school buses and water taxis.
4. 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 extracurricular activities may be curtailed.
5. Students who are assigned an out-of-school suspension shall:
  - a. remain free and clear of the school, school grounds, and school functions whenever and wherever they occur, for the duration of the suspension, unless the Principal or designate has made specific alternate arrangements.

- b. report to the Principal or designate 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 extracurricular activities.
- 6. The Principal, Vice Principal, or Teacher-in-Charge shall make available an educational program to all suspended students.
- 7. 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.
- 8. Consistent with the *School Act*, s. 11 and the district's Bylaw No. 3, a student or parent/guardian may appeal any decision involving a suspension

## **B. Suspension of Student Transportation Privileges**

1. Students making use of the district's transportation services are subject to their school's code of conduct and the disciplinary authority of the Principal. Students will comply with all reasonable requests of operators including bus drivers and water taxi personnel.
2. Operators will report to the Principal any instances where a student's behaviour negatively affects the safe and orderly operation of the service, or in which the safety or well-being of other students is threatened.
3. A Principal, Vice Principal, or Teacher-in-Charge:
  - a. may suspend transportation privileges from a student for up to five consecutive school days provided notice is given to the parent or guardian prior to the withdrawal of the services, and/or alternate interim transportation is arranged.
  - b. shall report the suspension of services to the Superintendent of Schools.
  - c. may recommend a longer period of suspension to the Superintendent of Schools
  - d. arrange with the principal of another school (for example, the one on the student's home island, where that student travels by water taxi to and from a school on another island) for provision of an educational program.
4. For suspensions of service in excess of five days, the Superintendent of Schools shall convene a meeting with the student, parents or guardians, Principal, Vice Principal, or

Teacher-in-Charge, boat operator or bus driver, and one trustee for the purpose of reviewing the suspension.

5. In view of student safety considerations, the following guidelines are provided to assist principals and operators in dealing with student misbehaviour that results, or might result, in suspension of transportation services privileges:

**Morning:** If the misbehaviour occurs on the way to school, the operator shall convey the student to school and ensure that the school principal is notified as quickly as possible in the morning. If the misbehaviour by the student is severe enough to warrant immediate suspension of transportation privileges, the parent(s)/guardian(s) of the student are to be notified by the school principal and requested to make other transportation arrangements for their child.

**Afternoon:** When the misbehaviour occurs during the afternoon run, the student must be delivered to his/her appropriate drop-off point and informed that his/her behaviour is serious enough to warrant immediate suspension, and that a recommendation to that effect will be made to the principal. Following this, the operator must notify the school principal of the problem. The school principal shall then notify the student's parents that the student's transportation privileges have been suspended. If the school principal cannot be contacted, the operator shall notify his/her supervisor who will then be responsible for advising the student's parent(s)/guardian(s) that the student's transportation privileges have been suspended. Failing this, the bus driver must notify the student's parent(s)/guardian(s) that transportation privileges are suspended until the matter has been addressed by the school principal.

6. Suspension as a result of an act or acts of vandalism will not be lifted until restitution has been made, unless otherwise determined by the Principal, in consultation with the parents/guardian and Superintendent or designate.

#### References:

- School Act, s.s. 6, 11 26, 76 (3)
- "School District No. 64 (Gulf Islands) Bylaw No. 3, A Bylaw Governing the Right to Appeal Board Decisions Affecting Students
- Policy and Procedure 210