



BOARD OF EDUCATION
School District No. 57
2100 Ferry Avenue
Prince George, B.C. V2L 4R5
(250) 561-6800

POLICY

5131.3

SUSPENSION OF STUDENTS

APPROVED: 1978.06.20

REVISED: 1982.08.09

1995.05.09

1999.03.30

2007.11.27

2008.04.29

POLICY

Students may be suspended according to the rules of the board and in accordance with the *School Act* and its attendant regulations. A student who is 16 years of age or older may be refused an educational program.

DEFINITIONS:

“**Suspension**” is the removal of a student from a school or from his or her regular educational program for a specified period of time. The student may not attend any other school in the district during the suspension and, upon completion of the suspension, would return to the original school or program.

Responsibility Centre: Schools Department

References: *School Act*, Sections 6, 25 (1), 103 (2)(c)(iii), 103 (2)(d), 103 (3) and Regulation 5 (7)(g)

SUSPENSION OF STUDENTS

PREAMBLE

This policy provides direction to school administrators in exercising their authority in dealing with suspension of students and withdrawal from school of students over the age of 16.

Approved: 1999.03.30



SUSPENSION OF STUDENTS**REGULATIONS:**

1. The principal or vice-principal is authorized to suspend students for up to and including five school days.
2. With the authorization of the assistant superintendent, an administrator may increase the suspension of a student for up to an additional five school days.
3. With the approval of the principal, vice-principal or assistant superintendent, the teacher-in-charge or head teacher is authorized to suspend a student.
4. Included in the suspension may be a recommendation for further action through the Student Conduct Review Committee (Policy 5131.2).
5. An educational program shall be provided for a student who has been suspended.
6. Notwithstanding the wording of Regulation 5, the principal or vice-principal may refuse to offer an educational program to a student 16 years old or older for refusal to comply with the district and/or school code of student conduct or failure to apply himself/herself to his or her study in accordance with the *School Act*.

Approved: 1978.06.20

Revised: 1982.08.09, 1995.05.09, 1999.03.30, 2008.04.29



SUSPENSION OF STUDENTS**ADMINISTRATIVE PROCEDURES:**

1. When possible, a report of the circumstances and duration of the suspension shall be made to the parent or guardian in person or by telephone on the day of the suspension.
2. Where no contact has been made on the day of the suspension, the student shall be retained at the school until the normal close of the school day. In such a case, the student shall be given a copy of the suspension letter and shall be required to present the letter to his/her parent or guardian. Included in the letter will be a request for the parent or guardian to contact the school administrator by the start of the next school day.
3. A notice of the suspension shall be sent to the parent/guardian with a copy to the Superintendent of Schools.
4. The notice of suspension shall include:
 - 4.1 The authority of the *School Act* and Board policy.
 - 4.2 An outline of the school's reasons for the suspension.
 - 4.3 A history of relevant behaviour and of the corrective measures employed thus far.
 - 4.4 The method of contact with the parent or guardian.
 - 4.5 The duration of suspension including the date and time of the student's return to school.
 - 4.6 The method of providing an educational program during the duration of the suspension.
 - 4.7 Where applicable, notification that the student will be reported or referred to the Student Conduct Review Committee; in such cases, a copy of the Student Conduct Review Committee informational brochure will be enclosed.

Approved: 1995.05.09
Revised: 2007.11.27

