

**DIVISION:** Board

**POLICY #:** GOV-100

**POLICY NAME**  
SUSPENSIONS

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### **POLICY STATEMENT**

The Newfoundland and Labrador English School Board is committed to providing a safe and caring learning environment for all students, which includes the implementation of a clear and consistent process for student discipline, up to and including suspension. Principals must be able to ensure order and control and the safety and security of students and staff in the school setting. In accordance with Section 36 of the *Schools Act, 1997*, principals have the authority to suspend a student from school.

The Board supports the suspension of students as required in response to inappropriate, disruptive or dangerous student behaviour. However, the Board also recognizes the need to balance discipline and deterrence with interventions and programming to encourage a successful re-entry to school for the suspended student.

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### **BACKGROUND**

Student suspensions are carried out in accordance with Section 36 of the *Schools Act, 1997* and are addressed in by-laws of the Board. This (interim) policy outlines the process for suspension of students from NLESD schools, pending finalization of the by-laws of the Newfoundland and Labrador English School Board.

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### **SCOPE**

This policy applies to all schools and to any student suspended from a class, course or program, from school, the school bus or a school-sponsored activity. It applies to in-school suspensions and out-of-school suspensions.

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**EFFECTIVE:** *November 23, 2013*

**AMENDED:** \_\_\_\_\_

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## DEFINITIONS

### *In-School Suspension*

An in-school suspension may be assigned for a brief period of time, as an alternative to an out-of-school suspension. With an in-school suspension, the student remains in the school under appropriate supervision. Sitting in a private area and completing assigned work may be considered an in-school suspension.

### *Out-of-School Suspension*

An out-of-school suspension means that the student is not permitted to attend school, to participate in school activities or school-sponsored events, and is not permitted to be on any school property unless prior permission is given by the principal or vice-principal.

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## POLICY DIRECTIVES

- 1) A teacher may suspend a student from a class after attempting to use other reasonable means to resolve the situation.
  - 2) A principal may suspend a student from one (1) or more class periods; a course or program; school; the school bus; or, a school-sponsored activity.
  - 3) A principal is expected to consider an in-school suspension as an alternative to an out-of-school suspension whenever appropriate.
  - 4) A principal has the authority to suspend a student from school for up to five (5) days at any one time.
  - 5) The regional Assistant Director of Education has the authority to approve the suspension of a student for six (6) to ten (10) days at any one time.
  - 6) The Director of Education must approve:
    - a) A suspension of more than ten (10) days at any one time.
    - b) A suspension which means that a student will be suspended for more than thirty (30) days in total in one school year.
  - 7) As delegated by the Director of Education, all out-of-school suspensions must be reported to the office of the regional Assistant Director of Education.
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- 8) With any suspension, the student shall be clearly informed as to the reason for suspension.
- 9) The parent shall be clearly informed in writing as to the reason for the suspension, and be provided with the opportunity to meet with the principal to discuss the incident.
- 10) When a student is suspended for five (5) or more days, every reasonable attempt must be made to meet with the parent as soon as possible. In some cases, a student may not be able to return to school unless the meeting has occurred. A re-entry plan must also be developed to support a successful return to school.
- 11) When a student is suspended from school, the materials to be covered in class must be made available and work submitted will be evaluated.

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