

# STUDENT SUSPENSION AND EXPULSION

## Background

The Division acknowledges that in certain instances students may be suspended or recommended for expulsion. Student Code of Conduct is listed in the division's Administrative Procedure 350.

## Definitions

*Suspension*: removal or exclusion from a class(es), activity(ies), school, riding a school bus for a specified period of time up to and including five (5) school days.

*Expulsion*: the removal of a student from a class(es), activity(ies) or school; as outlined in the School Act, Section 24, for a period of time in excess of five (5) school days.

## Procedures

1. *Suspension* and *expulsion* of a student will be conducted in accordance with Sections 24 and 25 of the School Act.
2. The School Administrator(s) shall complete a **Student Suspension / Expulsion Report** (Form 356-1) for all suspensions (in-school and out of school) and expulsions.
3. If a particular situation is sufficiently serious and/or after the School Administrator(s) and staff have exhausted all options to bring about compliance to school rules and procedures, a recommendation for *expulsion* may be forwarded through the Superintendent to the Student Affairs Committee of the Board.
4. A letter of recommendation for *expulsion* shall include details on:
  - 4.1 reasons for recommending expulsion;
  - 4.2 previous suspension(s);
  - 4.3 academic achievement to date;
  - 4.4 attitude(s) towards schooling and classroom behaviour;
  - 4.5 attendance and tardiness;
  - 4.6 other pertinent information/circumstances (if any); and
  - 4.7 recommendations, if any, regarding length of *expulsion* and services to be made available during the *expulsion*.
5. The Superintendent or designate shall notify the student's parent(s) or guardian(s) and the student of the time and place of the Student Affairs Committee hearing to deal with the recommendation for *expulsion*. Such notification shall also include details on the parent(s)/guardian(s)/student(s) right to be present at this hearing and to be accompanied by an advocate or counsel and to make representation.

6. The Student Affairs Committee hearing will be conducted as outlined in Board Policy 13.
7. The Student Affairs Committee will specify the term and conditions of the *expulsion* and may outline any reinstatement conditions it chooses, within the authority available under the School Act.
8. The Superintendent shall notify, in writing, the student's parent(s) or guardian(s) and the student if the student is 16 years of age or older, of the Student Affairs Committee's decision.

Reference: Section 12, 14, 24, 25, 45, 60, 61, 113, 123, 124, 125 School Act  
Review by The Minister – Information Bulletin 3.5.1  
Policy 13 – Appeals and Hearings Regarding Student Matters

Related APs: 350 Student Code of Conduct  
551 Transportation - Student Conduct

Forms: 356-1 Student Suspension/Expulsion Report

Amended: October 2017