

SUSPENSION POLICY

1. (A) The vice principal may, in accordance with this suspension policy, suspend a student from
 - (i) one or more class periods;
 - (ii) one or more course or school programs;
 - (iii) school;
 - (iv) riding on a school bus; and
 - (v) participating in an activity sponsored or approved by the school council.(B) A teacher may suspend a student from a class period in accordance with this suspension policy.
(C) A teacher shall report a suspension of a student to the vice principal as soon as practicable, but in any event before the end of the school day.
(D) The principal may reinstate a student suspended by the vice principal or a teacher.
2. When a student does not comply with the discipline code of the school, the vice principal shall:
 - (A) warn the student and record the date of the warning,
 - (B) discuss the incident with the principal,
 - (C) inform the student's parent(s) the circumstances giving cause for the warning,
 - (D) send a letter to the student's parent(s) confirming the circumstances giving cause for the warning,
 - (E) place a copy of this letter in the student's discipline file,
 - (F) should a suspension not take place, remove this letter from the student's discipline file after one calendar Year from the occurrence date, or at the end of the present school year, should the student be graduating.
3. If non-compliance with the school discipline code continues, the vice principal shall consult with the principal, and the vice principal may suspend the student from school as follows:
 - (A) for the first suspension, a period up to two (2) school days;
 - (B) for the second suspension, a period up to four (4) school days;
 - (C) for the third suspension, a period up to eight (8) school days;
 - (D) for the fourth suspension, a period up to thirty (30) cumulative school days;
 - (E) should a further suspension occur, the vice principal shall make a request to the principal that the student be expelled in accordance with the expulsion policy. (Schools Act, 1997, Section 37).
4. Notwithstanding section (2) and (3) above, the vice principal, in consultation with the principal, may suspend immediately any student who engages in a severe breach of school discipline.
5. Upon receiving a report from the vice principal under sections (3) and (4), the principal, within three (3) school days of receiving the report, shall:
 - (A) uphold the suspension;
 - (B) alter the terms if the suspension within the context of this policy;
 - (C) cancel the suspension.
6. Where the suspension is canceled under section 5(C), the principal may strike the suspension from the student record.
7. A period of suspension shall be no longer than thirty (30) school days in total in a school year.
8. Notwithstanding section (7), the principal may approve the extension of a period of suspension if the vice principal can demonstrate that the presence of the suspended student in the school threatens the safety of the school staff or students or frequently and seriously disrupts the classroom or the school.

9. Where a period of suspension is extended under section (8), before reinstating the student, the principal may require certification from a medical practitioner or other professional person whom the principal considers appropriate, that the student no longer threatens the safety of the school staff or students.
10. Where the vice principal suspends a student, the vice principal shall, as soon as possible:
 - (a) inform the student's parents of that suspension;
 - (b) report in writing to the student's parent(s) and to the student all the circumstances respecting that suspension;
 - (c) report in writing to the principal all the circumstances respecting the suspension.
11. A student may serve an in-school suspension, or an out-of-school suspension, depending on the circumstances of the school discipline code.
12. When an in-school suspension is invoked, the student shall:
 - (a) have no participation in any school activity;
 - (b) serve it in the school, removed from other students;
 - (c) complete course work assigned by the respective teacher(s).
13. A student who serves a suspension forfeits the eligibility to represent the school in any program that occurs within (i) three months after the first suspension date; (ii) one calendar year after the second suspension date. S(he) loses other school privileges(s) for the same period.
14. A student who serves a suspension shall be referred to the school counselor. The counselor shall be encouraged to also meet with the student's parent(s). The purpose of these meetings will be to help eliminate the possibility of further suspensions.

THE APPEAL'S PROCESS FOR SUSPENSION

The suspension of a student may be appealed in accordance with the following procedure:

1. The parent of the student or the student, if the student is 19 years of age or older, may indicate in writing to the Churchill Falls School Board, a request for an appeal.
2. Upon receipt of such a request, an Appeals Committee shall be formed comprising member(s) of the Churchill Falls School Board.
3. This appeals committee shall:
 1. uphold the suspension;
 2. alter the terms of the suspension within the context of the school's discipline code;
 3. cancel the suspension.
4. The student must remain in compliance with the suspension during the appeals process.
5. This appeal shall be commenced within 15 days from the date that the parent or student is informed of the decision.
6. The decision made through this process is final or a decision that is not appealed within the appeal period is binding upon the student, school, board, and other persons affected by that decision.