

STUDENT SUSPENSIONS

When students violate the district/school code of conduct it is expected that disciplinary responses, whenever possible, will be progressive, preventative, and restorative, rather than punitive. Staff shall endeavour to determine the underlying causes of behaviour and try to rectify it through various means including consultations with other staff members, parents, and/or students.

PROCEDURES

1. When the principal or designate determines that a student suspension from school attendance or any school activity is warranted, the principal or designate shall:
 - 1.1. attempt to contact the parent(s)/guardian(s), as soon as possible, verbally;
 - 1.2. ensure that all student suspensions are documented in MyEducationBC as a conduct entry;
 - 1.3. ensure a letter of suspension is shared with parent(s)/caregiver(s) and copied to the Family of Schools Lead;
 - 1.4. if the student is an on-reserve student, the letter must also be sent to the appropriate Band Education Department;
 - 1.5. if the student is an Indigenous student, the letter must also be sent to the District Principal Indigenous Education;
 - 1.6. if the student is a designated student, the letter must also be sent to the District Principal of Student Support Services;
 - 1.7. if the student accesses District transportation, inform the Manager of Transportation about the duration of the suspension; and,
 - 1.8. ensure the letter of suspension is efiled.
2. When a parent(s)/guardian(s) is not immediately available, reasonable effort must be made to inform the parent(s)/guardian(s) as soon as possible. If the parent(s)/ guardian(s) cannot be reached, the student will be kept at school until the end of the regular school day.
3. The student and parent(s)/guardian(s) must be informed that during the suspension, the student is not permitted to attend School District No. 83 activities or be on School District property or

busses.

4. For any suspensions of four (4) to nine (9) days, the Principal, or designate, must consult with the Family of Schools Lead to review Appendix A prior to applying the suspension.
 - 4.1. In cases where suspensions of more than four (4) days are being considered for a student with complex needs, the principal and Family of School Lead shall consult with the District Principal of Student Support Services. In some cases, an absence from school may be required to fully develop or review an Individual Education Plan, Positive Behaviour Support Plan, and/or Employee Safety Plan.
5. If there is consideration for a suspension to exceed 10 or more days a Student Discipline meeting will be convened by the Family of Schools Lead who will inform the Superintendent.
6. During the period of suspension, the school shall make an educational program that is accessible to the student.
7. For students in Kindergarten through to grade 7 multi-day suspensions shall not be considered without consulting with the Family of Schools Lead.

References: School Act (RSBC 1996, Part 6, Division 2, 76 and Part 6, Division 2, Section 85, 2); Board Policy 310 Student Code of Conduct, AP 310 Appendix A Student Suspensions Flowchart, AP 310 Appendix B Student Suspension Considerations

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