



Category:	EDUCATION POLICY MANUAL STUDENTS
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Approved Date:	11 January 1997
Revised Date:	January 24, 2019
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STUDENT SUSPENSION AND EXPULSION

Policy 506

The CIS Board of Directors accepts the use of student suspensions as a disciplinary measure designed to encourage students to demonstrate self-discipline and appropriate behavior.

The Board accepts the use of expulsion when a student persists in exhibiting behavior in a school or at a school sponsored function that may affect the safety and well-being of others and which is deemed to be detrimental to the moral and religious dimensions of a Catholic and Christ-centered learning environment.

Reason for Policy

Students who do not conform to the student code of conduct may negatively affect the school's learning environment and compromise the very Mission of our Catholic School. The Principal may suspend students and in extraordinary cases with consultation and approval from the Superintendent, expel them from school.

Reference: Regulation 506



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Regulation and Guidelines for Suspensions

1. Suspensions should be used only after less severe forms of action have been taken.
2. For the purpose of this policy and the related administrative regulation, "suspend" means the removal of the privilege to attend class period, course, school program, or school; or to participate in an activity sponsored or approved by the school council.
3. The Superintendent of Schools shall ensure that regulations are in place for the reporting, investigating and disposition of all cases of suspension of a student from class or from school. These procedures shall ensure such cases are dealt with promptly and will include a thorough investigation by the Principal.

Suspension procedures

1. The principal may suspend a student for a period of up to Five (5) days from:
 - 1.1 one or more class periods
 - 1.2 one or more courses or school programs
 - 1.3 school
 - 1.4 participating in an activity sponsored or approved by the school
2. The following procedures apply:
 - 2.1 The principal will conduct a thorough investigation of the referred matter. The Superintendent of schools will be consulted as needed by the Principal.
 - 2.2 The student will be given the opportunity to offer an explanation for his/her behavior.
 - 2.3 The principal shall inform the parents/guardians of the student's suspension, including the rationale and length. The Principal will provide a written copy of the suspension letter to the parents/guardians referring Policy 506 and send a copy to the Superintendent of schools
 - 2.4 For repeat offenses or in a situation when a student has been suspended on two (2) or more occasions for the same or related actions in the same school year, or due to the severity of a situation the principal will review the student's record and, in consultation with the student's teacher(s), Superintendent, other resource persons, the parents, or legal guardian, determine a course of action which could include, but not be limited to:
 - 2.4.1 behaviour plan
 - 2.4.2 counseling program
 - 2.4.3 modified or partial attendance
 - 2.4.4 expulsion



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Guidelines for Expulsions

1. Expulsions may only be used when:
 - 1.1 it is deemed that other means of corrective action including consultation with parents, behaviour plans, counseling and suspension have failed to achieve orderly and appropriate student behavior; or
 - 1.2 a student persists in exhibiting behaviour in a school or at a school sponsored function that may affect the safety and well-being of others and which is deemed to be detrimental to the moral and religious dimensions of a Catholic and Christ-centered learning environment.
 - 1.3 the seriousness of the misbehaviour warrants expulsion. This will include the involvement of the CISPG Safe Schools Coordinator(s) and possibly BC Safe Schools Team.

Procedures for Expulsions

1. The principal will conduct a thorough investigation of the referred matter.
2. Expulsions are determined by the Principal in consultation with the Superintendent of schools and communicated in writing to the parents/guardians by the Principal and cc'd to the Superintendent. The letter of expulsion must indicate the parent's right to appeal the decision to the CISPG Board of Directors.

Appeal Process

1. The parents/guardians may within ten (10) days appeal, in writing, to the CISPG Board of Directors for the re-instatement of their child. The letter shall be sent to the Superintendent of Schools requesting an appeal. The CISPG Board of Directors will review the record of the case and its decision will be final either to re-instate or support the expulsion. The CISPG Board of Directors will review the procedure followed, as well as, the record of the case in finalizing its decision.
2. The CISPG Board of Directors' decision will be communicated in writing to the Superintendent of Schools who shall then notify the student/parent(s)/guardian, of the Board of Directors' decision, in writing with a copy to the principal.