



## **Rationale**

Students who do not conform to the student code of conduct undermine the learning environment and mission of our Catholic School.

## **Policy**

A suspension can allow parents to support their child in resetting behaviour to ensure success at school. It is also a time for staff to adjust strategies, resources and plans to assist student success upon return. In extraordinary cases, behaviour may result in expulsion.

Suspension means the removal of the privilege to attend class, school programs and activities.

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## **Procedures for Suspension**

1. A suspension should be used only after less severe forms of action have been taken. Principals or their designate must complete a thorough investigation of the incident(s) in a timely manner.

The principal may suspend a student for a period of up to five days from:

- 1.1. one or more classes
- 1.2. one or more courses or school programs
- 1.3. school
- 1.4. participating in an activity sponsored or approved by the school.

The principal will conduct a thorough investigation. The Superintendent will be consulted as needed by the principal. The principal must consult with the Superintendent if the suspension is three days or greater or if the suspension is from a significant event (e.g. Christmas concert, or school production or a major field trip).

- 1.5. The principal shall inform the parents/guardians in writing of the student's suspension, referencing policy 313 and send a copy to the Superintendent.
- 1.6. In the case of repeat offenses or when a student has been suspended on two or more occasions, or in the case of a Safe School incident, the principal will review the student's record and in consultation with the teacher(s), Superintendent, other resource persons and parents or legal guardians, determine a course of action, which could include but not be limited to:
  - 1.6.1. behaviour plan
  - 1.6.2. counseling program
  - 1.6.3. modified attendance
  - 1.6.4. safety plan

## Procedures for Expulsions

1. After a thorough investigation, the principal may expel a student.
2. The decision to expel is made in consultation with the Superintendent and communicated in writing by registered mail and email to the parents/guardians. The letter of expulsion must indicate the parent's right to appeal the decision to the CISPG Board of Directors. The principal will inform the School Admissions Committee (pastor and school council chair).

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## Appeal Process

1. Within ten days of receiving the letter, parents/guardians may appeal in writing to the CISPG Board of Directors. The letter shall be sent to the Superintendent. The Board will review the case to ensure that the procedure was followed and either uphold or reverse the expulsion.
2. The Board's decision will be communicated in writing to the Superintendent, who will notify the parent(s)/guardian, with a copy to the principal.

<i>References:</i>	<i>Date:</i> August 2023
	<i>Revisions:</i>