



Regina Roman Catholic Separate School Division # 81

Students 9410 Suspension and Expulsion	Administrative Application	
	Effective:	November 20, 2018
	References:	The Education Act, 1995, Sec. 154, 155 Policy 12 – Role of the Director
	Status:	Operational

Preamble

Despite concerted efforts of the school, serious student misbehaviour may occur and school administrators will need to take disciplinary action. In accordance with *The Education Act, 1995*, a student may be suspended from school for serious misconduct or overt opposition to authority.

Regina Catholic School Division (RCSD) administrators must document all suspensions, communicate with parents/guardians, and communicate with the appropriate superintendent during the suspension process.

Accountability of Students

Section 151 of the Education Act, 1995 requires students to co-operate fully with all persons employed by the board or others providing services on behalf of the board. Students are accountable for their conduct and deportment

- to the principal,
- to their teachers,
- to bus drivers, and
- to any other person appointed by the board for the purposes of supervision.

Section 152 of the Education Act, 1995 provides that every student is subject to the general discipline of the school.

Application

Purpose of Suspension

RCSD believes that the disciplining of students, whenever possible, should be corrective rather than punitive in nature. Staff are encouraged to determine the cause of misbehaviour and try to rectify it through various means, including consultation with other staff members, parents, and/or students.

In response to serious student misbehaviour, principals may suspend students.

1. Grounds for Suspension

A suspension will be imposed only on the grounds and only in accordance with the procedure outlined in *The Education Act, 1995* and in accordance with administrative procedures established within the school division.



2. Principal to Suspend

- a. The principal shall suspend students only in accordance with *The Education Act, 1995* and administrative procedures established within the school division.
- b. A vice-principal or designated acting principal may suspend a student where such responsibility is assigned by the principal and after consultation with the principal.

3. Dismissal of Suspended Student

- a. When any student is suspended, the principal shall:
 - i. inform the student of the reason(s) for the suspension;
 - ii. keep the suspended student in a supervised location apart from classmates until the parent/guardian has been contacted, informed, and a plan for dismissal has been organized;
 - iii. if the parent or guardian cannot be reached, arrange for supervision of the student until parents can be reached.
- b. Planning for dismissal shall attempt to minimize contact between the suspended student and those who may have been involved in the incident that led to the suspension.
- c. In situations where the principal feels the behaviour endangers the safety of students or staff, the student may be immediately removed.

4. Report to Police

Although the principal shall consult with the school resource officer where necessary, the superintendent responsible for the school must be consulted before an official report to police is made.

5. Notification by Principal of Suspension

Where a student is suspended from school the principal shall:

- a. immediately report the circumstances and the action taken to the student's parent or guardian by phone or in a meeting, and
- b. as soon as practical, but within two (2) days after the first day of the suspension, confirm the suspension in writing with a copy to:
 - the parents or guardian of the student
 - the appropriate superintendent
 - the student's file

In the report of a suspension lasting more than three days, the principal may

- a. recommend additional disciplinary measures including a longer term of suspension, and,
- b. in consultation with Student Support Services, suggest to the parents/guardians that they seek assessment of the student for social, medical, and/or mental health issues.



6. **Provision of Services during Period of Suspension**

During any suspension, the principal may, in consultation with the superintendent, provide educational services for the student on whatever conditions the principal and superintendent consider appropriate.

7. **Reintegration of Students upon End of Suspension**

During any suspension, the principal, in consultation with the superintendent and parents, will consider and plan for appropriate follow-up interventions and/or placement for students returning to school.

Strategies, such as counselling services, may be used to support the student's transition back to school following the suspension.

8. **Expulsion**

Any expulsion from school must comply with the relevant sections of *The Education Act 1995*.