



AP 3XXX Suspension of Students

Legislative References:

Policy Reference:

Collective Agreement References:

Date: July 22, 2025

REGULATIONS

Suspensions of Up to 4 Days

1. A Principal or Vice-Principal may suspend a student for a period of up to 4 days. The Principal or Vice-Principal shall report the circumstances and duration of the suspension by letter to the parent(s) or guardian(s) of the student on the same day of the suspension. In addition, where possible, this information should be reported to the parent(s) or guardian(s) in person or by telephone. A copy of the letter shall be delivered immediately by email to the Superintendent.
2. On those occasions requiring the suspension of a student, the parent(s) or guardian(s) of the student will be contacted prior to the student leaving the care of the school. Where parental contact cannot be made prior to the student leaving the school by the end of the day, every reasonable effort will be made by the school to establish contact with the parent(s) or guardian(s), outlining the circumstances on the day of suspension.
3. After a suspension, a student will not be released from the care of the school until arrangements for returning home have been made.
4. In cases where a student has received more than one suspension of 4 days or less in the course of the school year, the matter shall be referred to the Superintendent for consideration.
5. The Principal or Vice-Principal shall arrange for an educational program to be made available to the suspended student for the duration of their suspension, in accordance with Section 85(2)(d) of the School Act.

Suspensions of More Than 4 Days

1. In circumstances where a Principal or Vice-Principal determines that a student's conduct warrants a suspension for a period of more than 4 days, the Principal or Vice-Principal shall place the student on indefinite suspension. The Principal or Vice-Principal shall, consult with the Superintendent or designate prior to placing a student on indefinite suspension.
2. The Principal or Vice-Principal shall report the circumstances and duration of the suspension by letter to the parent(s) or guardian(s) of the student on the same day of the suspension. In



addition, where possible, this information should be reported to the parent(s) or guardian(s) in person or by telephone. A copy of the letter shall be delivered immediately by email to the Superintendent.

3. The student, parent(s) or guardian(s) and/or advocate shall attend a suspension meeting with the Superintendent or designate, and Principal or Vice-Principal or other individuals, as the Superintendent considers appropriate.
4. The parent(s) or guardian(s) of the students shall be provided with all materials which are provided to the Superintendent for the suspension meeting.
5. After the suspension meeting the Superintendent shall render a decision specifying the length of the student's suspension, and may establish conditions to be met prior to, and upon, the return of the student to school.
6. The Principal or Vice-Principal shall arrange for an educational program to be made available to the suspended student for the duration of their suspension, in accordance with Section 85(2)(d) of the School Act.

Refusal to Offer an Educational Program

The Board may refuse to offer an educational program to a student 16 years of age or older where that student:

- a) has repeatedly refused to comply with the District Code of Conduct, School Code of Conduct, school rules, other relevant student behavior agreements or other policies of the Board, or
 - b) is negatively impacting the learning of others;
 - c) has failed to apply himself or herself to his/her studies; and
 - d) after due warning, does not make a reasonable effort to reform, in the opinion of the Superintendent and the Principal.
1. Due warning shall include:
 - a) Recording the date and reasons for the warnings and sharing this information with the student.
 - b) Informing the parent(s) or guardian by letter that the student has been warned, and if the student fails to correct the behaviors in question it could lead to the Board refusing to offer the student an educational program.
 - c) Sending a copy of the letter of warning to the Superintendent.
 - d) Arranging, for an interview with the parent(s) or guardian(s) of the student at the school when necessary.



2. If the student fails to make a reasonable effort to reform, the Principal shall refer the issue to the Superintendent for final determination.

Appeals

Suspensions may be appealed directly to the Board in accordance with Policy 1140: Appeal Process and Appeals Procedure Bylaw.