

**BOARD OF EDUCATION  
School District #33 (Chilliwack)**

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**501.1  
ADMINISTRATIVE REGULATION  
Student Discipline and Suspension**

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**STUDENT SUSPENSIONS AND DISCIPLINE REFERRALS:**

In the event that student misbehaviour results in a significant or repetitive breach of Board Policy and Regulations, school rules or the School Code of Conduct, the school principal or designate may suspend a student and/or refer the student to the District Behaviour Committee (DBC), or refer the student to Student Services.

Suspension shall mean an action taken by an administrator authorized by the *School Act* and Board Policy prohibiting a student from participating in the regular education program. Suspensions may be of two kinds: in-school suspensions or out-of-school suspensions. All suspensions and discipline must take into consideration individual circumstances.

The principal or designate in each school may suspend a student for a period not to exceed five (5) days when it is concluded that a student has failed to comply with Board Policy regarding student behaviour or with the school's rules or Code of Conduct.

Alternative methods of discipline other than out of school suspension should be used for students who are truant, tardy or otherwise absent from school.

During a suspension, it is the responsibility of the principal or designate in that student's school to make available an educational program for the student for the duration of the suspension.

**REFERRALS TO THE DISTRICT BEHAVIOUR COMMITTEE (DBC):**

In the event that the school principal or designate believes that a student's misbehaviour is serious enough to warrant a suspension, the school principal may refer the case to the District Behavior Committee. If the suspension is for more than five (5) days, the principal must refer the student to the DBC.

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Cross Refs: 501(AR), 502(P), 503(P) 507.1(AR)

Adopted: November 26, 1991

Reviewed:

Revised: May 28, 2002, August 15, 2010

This committee, chaired by the Superintendent or designate and with membership from appropriate school and district personnel shall consider each case on its own merits, meet with the parent(s)/guardian and student concerned and consider further action, which shall include, but not be limited to recommending to the Superintendent any of the following:

1. suspension
2. provision of additional counselling and other support services to the student and the student's family (e.g. Alternate Suspension Program at the YMCA)
3. referral to the appropriate agencies
4. placing the student in an alternative educational setting inside or outside the school district – students assigned to a different educational setting may meet with the District Transition Support Counsellor for appropriate placement
5. expulsion from school if the student is older than age 16
6. no further action
7. referral to Student Services

A letter written by the Superintendent or designate detailing the outcomes of the District Behaviour Committee meeting will be forwarded to the parents and filed at the school and at the School District.

**REFERRAL TO STUDENT SERVICES:**

When, in the opinion of the school principal, the resources of the school have been exhausted, the principal or designate may refer the student who is a serious or chronic discipline problem to the District Transition Support Counsellor for a new educational placement. This referral may coincide with a suspension; however, a referral may be made without a suspension.

The District Transition Support Counsellor may arrange for alternative school placement, distributed learning or extended services such as home study, the Education Centre or other inter-agency services. The referral to Student Services must be promptly communicated to the parent. In making the referral to Student Services, the principal or designate, must make a full report of the incidents leading to referral and actions taken at the school level to resolve the difficulties. Before the referral is made, appropriate consultation with the School Based Team, the parents and a member of Student Services should take place. Counselling and other support services will also be made available to the victims of harassment, intimidation or aggression.

## **STUDENT SUSPENSION PROCEDURES:**

When a student is suspended the following procedures shall be followed:

1. The principal or designate shall report the circumstances of the suspension to the parent or guardian, preferably in person or by telephone. Telephone or personal contact will be confirmed, subsequently by letter to the parent's home address. A copy of all correspondence must be kept on file.
2. For the duration of the suspension the principal or designate shall ensure that an appropriate educational program is made available to the student.
3. The principal or designate will discuss the matter with the student's parent/guardian and where necessary, consult with appropriate district personnel, School Based Team members or inter-agency care team personnel to find a resolution to the behaviour problem.
4. The suspension may be terminated or modified at the discretion of the principal or designate and/or the Superintendent or designate, after consultation with appropriate school district personnel and parent(s)/guardian(s).
5. The principal or designate may also refer the student to the YMCA Alternate Suspension Program for any length of suspensions of three (3) days or more.