

### SUSPENSIONS

The Principal is provided the authority by the Board of Education to suspend students.

Dependent upon the severity of the infraction the Principal may:

1. Suspend the student up to five (5) days.
2. Assign the student to in-school suspension.

The Principal must comply with all the legally prescribed due process procedures when suspending a student.

When a student is suspended from school for a period of five days or less the administration shall immediately notify the parents/legal guardians in writing that the student has been suspended. Notice will be sent to the last known address of the student's parents/legal guardians in such manner as to assure receipt of the notice within 24 hours of the student's suspension. Where possible, notification shall also be provided by telephone.

The notice shall describe the incident(s) which resulted in the suspension and shall inform the parents/legal guardians of their right to request an immediate informal conference with the principal in accordance with the provisions of Education Law, Section 3214(3)(d). Both the notice and informal conference shall be in the dominant language or mode of communication used by the parents/legal guardians.

In the case of in-school suspension regular classroom teachers will assign work for the day. Work must be completed and returned to the teachers at 3:00 p.m. If work is not complete, in-school suspension will continue until completion. There will be no after school activities for students for the day of in-school or out-of school suspension. Students on suspension on Friday cannot participate or attend activities through the weekend. Students will eat lunch in the suspension room.

Legal Reference: Section 3214

STUDENT SUSPENSIONS (more than 5 days)

Any student suspended for more than five (5) days is entitled to all rights and privileges of Educational Law 3214:

- A. Said pupil and person in parental relation to such pupil have an opportunity for a fair hearing, upon reasonable notice, at which such pupil shall have the right of representation by counsel, with the right to question witnesses and other evidence on his behalf.
- B. Where a pupil has been suspended in accordance with this section by a Superintendent of Schools, the Superintendent shall personally hear the proceedings or may, at his discretion, designate a hearing officer to conduct the hearing.
- C. The hearing officer shall administer oaths, issue subpoenas and maintain records. The hearing officer shall make findings of fact and recommendation as to the appropriate measure of discipline to the Superintendent in an advisory capacity only. An appeal will lie from the decision of the Superintendent with the Board of Education who shall make its decision solely on the record before it. It may adopt in whole or in part the decision of the Superintendent.
- D. Suspended students of compulsory age must be provided alternate means of instruction.

