

## **Suspension**

Suspension procedures are as follows:

1. The student is informed of the suspension by the principal or his/her designee. At this time, the reason for the action, the beginning time and the duration of the suspension will be explained to the student. The student will be given an opportunity to present his/her viewpoint on the matter before the suspension is effected;
2. If possible, parents of students are notified by telephone of the suspension, reason for the action, beginning time and length of the suspension. When a parent cannot be contacted, the decision to send the student home, to allow him/her to remain at school or make referral to other authorities will be made by the principal with consideration of the student's age, maturity and nature of the misconduct;
3. Written notice will be given to the parents of students stating the specific reasons for and the conditions of the suspension. The letter will also request the parents to contact the principal for an appointment for a readmission conference. At this meeting, the student's record will be reviewed in an effort to determine guidelines that will increase the chances for success upon the student's readmission to school;
4. The above steps may be temporarily waived, if in the opinion of the principal, substantial harm will occur if the suspension does not occur immediately. In these cases, the superintendent will be notified as soon as possible. Students suspended under this section will be granted regular suspension procedures after the emergency has passed;
5. The student may appeal the suspension to the superintendent. If the appeal results in the suspension being revoked, the student will be readmitted to school without any negative action. If the suspension is upheld, the student has the right to appeal to the Board for final determination;
6. The principal will specify the methods and conditions, if any, by which the student's school work may be made up;
7. In special circumstances, a suspension may be continued until some specific action occurs, such as, a physical or mental examination or incarceration by court action;
8. Suspensions involving special education students refer to policy JGDA/JGEA and the accompanying administrative regulation.