

POLICY: JGD-R  
Approved: March, 2002  
Revised: March 24, 2003

## **ADMINISTRATIVE RULES FOR JGD – STUDENT SUSPENSION**

Behavior or actions of a very serious nature will result in either in-school suspension or out-of-school suspension. Fighting, physical threats, alcohol, sexual abuse, weapons possession, tobacco use on school property, drugs, disorderly conduct, profanity and/or destruction of school property are examples of actions deserving of suspension.

### 1. In-School Suspension

Any student receiving in-school suspension will spend the entire day in isolation. He/she will be required to do the day's school work. He/she will not be allowed to leave the room except for a restroom break in the morning and once in the afternoon. He/she will be required to eat his/her lunch in the suspension room.

#### First Offense

The parents will be notified by phone (if possible) of the suspension and will receive a letter indicating the reason(s) for the suspension.

A phone call from the parents must be made to the administrator the next day before the student will be allowed to return to class.

#### Second Offense

Parents will be notified by phone or a letter.

Before a student receiving his/her second in-school suspension will be allowed to return to class, the parents are required to meet with the building administrator and teacher (if one is involved).

#### Third Offense

Parents will be notified by phone and a letter indicating the reason for the suspension.

Suspension in-school may be from 1-5 days.

The parents are required to have a conference before the offender is allowed to return to class. The conference will include the student, parent(s), building administrator, and the teacher(s) involved.

2. Out-of-School Suspension

If a student commits a violation that would receive a fourth in-school suspension, he/she will be given an out-of-school suspension. Any infraction that is extremely severe may result in an immediate out-of-school suspension.

Out-of-school suspension may require the student to stay home for a period of 1 to 5 days.

First Offense

Parents will be notified by phone and by a follow-up letter indicating the reason for the suspension. The parents are required to call the building administrator before the student will be allowed to return to class.

Second Offense

Parents will be notified by phone and a letter indicating the reason for the suspension.

The parents are required to have a conference before the offender is allowed to return to class. The conference will include the student, parent(s), building administrator, teacher(s) and District Administrator.

Third Offense

Parents will be notified by phone and a letter indicating the reason for the suspension.

The parents are required to have a conference before the offender is allowed to return to class. The conference will include the student, parent(s), building administrator, teacher(s), and the District Administrator.

If the student is a student with a disability, the Director of Pupil Services will attend the conference after the second and/or third offense.

The purpose of these conferences is to reach an understanding among the parents, the offender and the school's representatives.

Any student who is put on in-school or out-of-school suspension will be restricted from certain school activities. These restrictions will be decided upon at the conferences following suspension.