

SUSPENSION INFORMATION SHEET

CONSEQUENCE: Suspension Suspension pending Expulsion

School: _____ Date & Time of Incident: _____

Student Name: _____ OEN: _____ D.O.B. (yyyy/mm/dd) _____

Number of Days: _____ Start Date: _____ End Date: _____

Appeal Date: _____ (N/A for Suspension pending Expulsion) - (Appeal date should be 10 school days commencing the 1st day of suspension and include P.A. Days)

Violent Incident: Yes No (If yes refer to **PPM120** and **AP-311**, complete form **F311-1** for OSR and **F311-2** to send to Superintendent of safe schools).

Police Contacted: Yes No (The Education Act mandates that the police be notified in all cases of violence.)

LOCATION: (choose one location)

Bleachers Gymnasium Not Available Portable Staircase

Cafeteria/Lunch Room Hallway Off Site (i.e. next to school) School bus Swimming Pool

Change Room Internet Office School Grounds Washroom

Classroom Laboratory Other School Trip/Excursion

Facility Residence Library Parking Lot Sports Events

Mitigating and Other factors considered for this decision:

Student does not have the ability to control his or her behaviour

Student does not have the ability to understand the foreseeable consequences of his or her behavior

Student’s continuing presence in the school does not create an unacceptable risk to the safety of any person

TYPE OF SUSPENSION—INFRACTION (check as many as apply) (VI indicates infraction is a violent incident per PPM120)

Suspension—Activities leading to possible suspension—subsection 306 (1) (Grades 4 to 12)

| | |
|--------------------------|---|
| <input type="checkbox"/> | Uttering a threat to inflict serious bodily harm on another person; |
| <input type="checkbox"/> | Possessing alcohol, illegal drugs or, unless the pupil is a medical cannabis user, cannabis; |
| <input type="checkbox"/> | Being under the influence of alcohol or, unless the pupil is a medical cannabis user, cannabis; |
| <input type="checkbox"/> | Swearing at a teacher or at another person in a position of authority; |
| <input type="checkbox"/> | Committing an act of vandalism that causes extensive damage to school property at the student’s school or to property located on the premises of the student’s school |
| <input type="checkbox"/> | Any act considered by the principal to be bullying; |
| <input type="checkbox"/> | Any act considered by the principal to be contrary to the Board or school Code of Conduct. |

Suspension, Investigation and Possible Expulsion—Activities leading to suspension—subsection 310 (1) (Grades K to 12)

| | |
|--------------------------|---|
| <input type="checkbox"/> | VI- Possessing a weapon, including possessing a firearm; |
| <input type="checkbox"/> | VI- Using a weapon to cause or to threaten bodily harm to another person; |
| <input type="checkbox"/> | VI- Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner; |
| <input type="checkbox"/> | VI- Committing sexual assault |

| | |
|--|---|
| | Trafficking in weapons, cannabis, or in illegal drugs; |
| | VI- Committing robbery |
| | Giving alcohol, cannabis or drugs to a minor; |
| | Bullying, if, the pupil has previously been suspended for engaging in bullying, and the pupil's continuing presence in the school creates an unacceptable risk to the safety of another person; |
| | VI- an act subject to a suspension (under AP 358) that is motivated by bias, prejudice or hate based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual orientation, gender identity, gender expression, or any other similar factor; |
| | An act considered by the principal to be significantly injurious to the moral tone of the school and/or to the physical or mental well-being of others; |
| | A pattern of behaviour or activities that are so inappropriate that the student's continued presence is injurious to the effective learning and/or working environment of others or creates unacceptable risk to the physical or mental well-being of other persons in the school or district: |
| | Activities engaged in by the student on or off school property that have caused extensive damage to the property of the Board or to goods that are/were on Board property; |
| | Any act considered by the principal to be a serious violation of the district or school Code of Conduct. |

Second paragraph of letter:

"The reason for this suspension is

or / and

And (include more specific details) _____

And the suspension reflects a history of previous incidents."

PROGRAM COMPONENTS (AP 358 Sec. 9 - 9.6.6)

- For suspensions **less than six days** (a homework package must be offered, Academic/Non-Academic are optional)
 - No program offered. (Homework package offered for suspension up to 5 days)
- For suspensions **between six and ten days** (an academic program must be offered, Non-Academic program is optional)
 - Academic Program Offered. Type of program: _____
 - Accepted Declined
- For suspensions **greater than 10 days** (both an Academic and Non-Academic program must be offered)
 - Academic Program Offered. Type of program: _____
 - Non-Academic Program Offered.
 - Anger Management Drug/Alcohol Family Counselling Other Life Skills Individual Counselling
 - Accepted Declined

PROGRAM STATUS UPDATE: (to be updated during re-entry meeting for suspension for more than 6 days)

(The program status must be updated in the student information management system by the end of June in order to report to OnSIS)

- Completed Program Successfully
- Did Not Attend / Refused Program
- No Longer Attending
- Program Ongoing past June