

## STUDENT SUSPENSION AND EXPULSION

### Background

The Division acknowledges that in certain instances students may be suspended or recommended for expulsion. Student Code of Conduct is listed in the division's Administrative Procedure 350.

### Definitions

*Suspension*: removal or exclusion from a class(es), activity(ies), school, riding a school bus for a specified period of time up to and including five (5) school days.

*Expulsion*: the removal of a student from a class(es), activity(ies) or school for a period of time in excess of five (5) school days.

### Procedures

1. *Suspension* and *expulsion* of a student will be conducted in accordance with Sections 36 and 37 of the Education Act.
2. The School Administrator(s) shall complete a **Student Suspension / Expulsion Report** (Form 356-1) for all suspensions (in-school and out of school) and expulsions.
3. If a particular situation is sufficiently serious and/or after the School Administrator(s) and staff have exhausted all options to bring about compliance to school rules and procedures, a recommendation for *expulsion* may be forwarded through the Superintendent to the Student Affairs Committee of the Board.
4. A letter of recommendation for *expulsion* shall include details on:
  - 4.1 reasons for recommending expulsion;
  - 4.2 previous suspension(s);
  - 4.3 academic achievement to date;
  - 4.4 attitude(s) towards schooling and classroom behaviour;
  - 4.5 attendance and tardiness;
  - 4.6 other pertinent information/circumstances (if any); and
  - 4.7 recommendations, if any, regarding length of *expulsion* and services to be made available during the *expulsion*.
5. The Superintendent or designate shall notify the student's parent(s) or guardian(s) and the student of the time and place of the Student Affairs Committee hearing to deal with the recommendation for *expulsion*. Such notification shall also include details on the parent(s)/guardian(s)/student(s) right to be present at this hearing and to be accompanied by an advocate or counsel and to make representation.
6. The Student Affairs Committee hearing will be conducted as outlined in Board Policy 14.

7. The Student Affairs Committee will specify the term and conditions of the *expulsion* and may outline any reinstatement conditions it chooses, within the authority available under the Education Act.
8. The Superintendent shall notify, in writing, the student's parent(s) or guardian(s) and the student if the student is 16 years of age or older, of the Student Affairs Committee's decision.

Reference: Section 31, 33, 36, 37, 42, 43, 44, 52, 53, 222 Education Act  
Review by The Minister <https://www.alberta.ca/review-by-the-minister-of-education.aspx>  
Policy 14 – Appeals and Hearings Regarding Student Matters

Related APs: Student Code of Conduct (350)  
Transportation - Student Conduct (551)

Forms: Student Suspension / Expulsion Report (356-1)

Amended: December 2022