

**In-School
Suspension**

In-school suspension is defined as placement of a student in a location separate from the classroom under the supervision of a teacher or other staff person, where the student continues to receive instruction in each course to the extent possible. This does not include time-out arrangements between teachers or specific behavior management programs operated by campuses. Disciplinary placement of students with disabilities for a total of ten or more days a year is governed by the Individuals with Disabilities Education Act (IDEA). [See FOE]

The following will apply:

1. In-school suspension may be used alone for violations of school rules or the Student Code of Conduct. In addition, in-school suspensions may be used for students who have committed a removal or expulsion offense and for whom a conference or hearing is pending.
2. A period of in-school suspension must be specified. An in-school suspension may not exceed three full days. In-school suspensions and/or suspensions cannot be "stacked" (i.e., adding to more than three days) due to multiple offenses that occur during the same time period. There is no limit on the number of times a regular education student may receive an in-school suspension during the school year.
3. Due process must be provided to each student being placed in in-school suspension. A student must be advised of his or her alleged misconduct and must be given the opportunity to respond. The administrator will make the decision to assign or not assign in-school suspension after hearing the student's version of the events. In-school suspensions may be appealed to the principal.
4. All student assignments to in-school suspension must be documented and the student's parent or guardian notified.

**Out-of-School
Suspension**

Suspension from school may be used alone for violations of school rules or the Student Code of Conduct. In addition, suspensions may be used for students who have committed a removal or expulsion offense and for whom a conference or hearing is pending. [See FOB]

The following will apply:

1. A period of suspension must be specified. A suspension may not exceed three days. Suspensions and/or in-school suspensions cannot be "stacked" (i.e., adding to more than three days) due to multiple offenses that occur during the same time period. There is no limit on the number of times a regular

education student may be suspended during the school year. If a student receives out-of-school suspension for a partial school day (even if for one class period), that partial day is considered one of the three total allowable out-of-school suspension days.

2. Due process must be provided to each student being suspended. A student must be advised of the alleged misconduct and must be given the opportunity to respond. The administrator will make the decision to suspend or not suspend after hearing the student's version of the events. Suspensions may be appealed to the principal.
3. Disciplinary placement of students with disabilities for a total of ten or more days a year is governed by IDEA.
4. All student suspensions must be documented and the student's parent or guardian notified.