



PROCEDURE PR 515 SCO

TITLE: STUDENT SUSPENSION AND EXPULSION

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COMMITMENT TO INDIGENOUS RIGHTS, HUMAN RIGHTS, AND EQUITY

The District recognizes its responsibility to ensure that this procedure and the associated work promote and protect Indigenous rights, human rights, and equity. The District will strive to address and eliminate discrimination and structural and systemic barriers for students, staff, and the community.

1.0 RATIONALE

To ensure school suspensions and expulsions are used as prescribed by *the Education Act* to support the implementation of Policy [P 026 SCO - Student Suspension and Expulsion](#).

2.0 DEFINITIONS

Please refer to Appendix A for a list of definitions used in this procedure.

3.0 RESPONSIBILITY

- 3.1 Superintendents of education are responsible for providing support to principals throughout the process of responding to student incidents leading to suspensions over five (5) school days.
- 3.2 Principals will communicate with parents/guardians and students their roles and responsibilities under this procedure and the School District Code of Conduct and ensure the process for suspensions and expulsions is followed in accordance with all District policies and procedures.

4.0 PROCEDURES

- 4.1 Upon the consideration of Progressive Discipline in response to student Misconduct, the principal will take the nature and severity of the incident, the effect on the school climate, and the following Mitigating and Other Factors into account:
 - a) whether the student does not have the ability to control their behaviour;
 - b) whether the student does not have the ability to understand the foreseeable consequences of their behaviour;

- c) whether the student's continuing presence in the school does not present an unacceptable risk to the safety of any person; and
- d) other factors such as:
 - i. the student's history, including but not limited to considerations such as factors related to:
 - (A) mental health and well-being (e.g., family, social, and community circumstances, trauma history, etc.); and
 - (B) systemic bias or discrimination;
 - ii. whether a progressive discipline approach has been used with the student, including the number and nature of previous non-disciplinary consequences and restorative practices;
 - iii. the student's age;
 - iv. whether the activity was related to harassment of the student because of their race, ethnic origin, religion, disability, gender or sexual orientation or to any other harassment;
 - v. how the suspension or expulsion would affect the student's ongoing education;
 - vi. in the case of a student for whom an Individual Education Plan (IEP) has been developed,
 - (A) whether the behaviour was a manifestation of a disability identified in the student's IEP;
 - (B) whether appropriate individualized accommodation has been provided; and/or
 - (C) whether the suspension or expulsion is likely to result in an aggravation or worsening of the student's behaviour or conduct.

4.2 The principal may impose suspensions from one (1) to twenty (20) school days, depending on the seriousness of the incident.

- a) suspensions from one (1) to five (5) school days may be imposed without the consent of the Superintendent of Education; or
- b) suspensions of six (6) up to twenty (20) school days require the approval of the Superintendent of Education following consultation regarding:
 - (i) the circumstances of the incident;
 - (ii) the investigation undertaken; and
 - (iii) whether or not one or more of the Mitigating and Other Factors apply.

4.3 When imposing a suspension under section 306 of the *Education Act* (Appendix B), the principal will:

- a) make all reasonable efforts to orally inform the Adult Student or the parents/guardians within 24 hours of the decision of the suspension;

- b) inform the student's teacher(s) of the suspension; and
- c) provide a written notice of the suspension to the Adult Student or the parents/guardians of a minor student that includes:
 - (i) the reason for suspension, using the terms specified in section 306 of the *Education Act* or Board policy;
 - (ii) the duration of the suspension;
 - (iii) information about the program for suspended students the student is assigned to, if applicable; and
 - (iv) information about the right to appeal the suspension under section 306 of the *Education Act*, including:
 - A. a copy of Policy [P 022 SCO - Appeals Hearing Panel \(Student Suspension\)](#) Procedure [PR 512 SCO - Appeals Hearing Panel \(Student Suspension\)](#) governing the appeal process;
 - B. the requirement to send the notice of intent to appeal within ten (10) days from the commencement of the suspension; and
 - C. the name and contact information of the supervisory officer to whom the notice of appeal must be given, under the circumstances; and
- d) regardless of the method of delivery of notice (e.g. by hand, courier or registered mail), document delivery of the notice.

4.4 When a student is suspended under subsection 310(1) of the *Education Act* (Appendix C), the principal will undertake an investigation to determine whether to recommend the student for expulsion. Before the conclusion of the investigation, the suspension may not be appealed.

4.5 When providing a notice of suspension, investigation, and possible expulsion, the principal will:

- a) make all reasonable effort to orally inform the Adult Student or the parents/guardians within 24 hours of the suspension pending investigation for possible expulsion;
- b) inform the student's teacher(s) of the suspension pending investigation for possible expulsion;
- c) provide a written notice of the suspension pending investigation for possible expulsion to the Adult Student or the parents/guardians of a minor student; and
- d) regardless of the method of delivery of notice (e.g. by hand, courier, or registered mail), document delivery of the notice.

4.6 The notice of suspension, investigation, and possible expulsion includes:

- a) the reason for suspension, using the terms specified in section 310 of the *Education Act* or Board policy;

- b) the duration of the suspension for up to 20 days pending investigation for possible expulsion;
 - c) information about the investigation the principal is conducting to determine whether to recommend expulsion;
 - d) information about the program for suspended students the student is assigned to; and
 - e) a statement to indicate that there is no immediate right to appeal the suspension. Only when expulsion is not recommended or at an expulsion hearing, the suspension may be appealed.
- 4.7 The principal will consult with the Superintendent of Education throughout the investigation process and will follow the guidelines provided in [the Provincial Model for a Local Police/School Board Protocol](#).
- 4.8 The principal will make all reasonable efforts to complete the investigation within seven (7) school days from the date of suspension. Should the investigation take longer than seven (7) school days, it will be completed as soon as practical, and the parents/guardians will be informed with the updates.
- 4.9 The investigation will include interviews of witnesses whom the principal determines can contribute relevant information. The principal may take written statements at their discretion.
- 4.10 Where there is a conflict in the findings collected by the principal on the issue of whether a student committed the incident, the principal will assess the findings and determine whether, on the balance of probabilities, it is more probable than not that the student did commit the incident.
- 4.11 When conducting the investigation regarding the possible expulsion or in making the final determination about the length of the suspension, the principal will make every effort to consult with the Adult Student or the minor student's parents/guardians to identify whether Mitigating and Other Factors might apply in the circumstances, review the principal's findings, provide opportunity to provide additional information which may be relevant and to make submissions on appropriate discipline, if any.
- 4.12 The conclusion of the investigation will either be:
- a) recommend expulsion from either the school the student was attending at the time of the incident or all schools of the District;
 - b) uphold a suspension and its duration;
 - c) uphold a suspension and shorten its duration;
 - d) impose an alternate disciplinary action; or

- e) determine that no disciplinary action is required.
- 4.13 If the principal decides not to recommend to the Board that the student be expelled, the principal has the following alternative disciplinary actions to choose from as appropriate with the circumstances:
- a) uphold the suspension and its duration;
 - b) uphold the suspension and shorten its duration and amend the record accordingly; or
 - c) withdraw the suspension and expunge the record.
- 4.14 The principal will provide written notice of this decision to the Adult Student or the parents/guardians of a minor student that includes:
- a) a statement of the principal's decision not to recommend expulsion to the Board;
 - b) a statement indicating whether the suspension has been upheld, upheld and shortened, or withdrawn;
 - c) the reason for the suspension, if upheld; and
 - d) information about the right to appeal the upheld suspension to the Board will include:
 - (i) copies of Board policies and guidelines regarding suspension appeals;
 - (ii) contact information for the Superintendent of Education responsible for the school;
 - (iii) a statement that written notice of an intention to appeal must be given within five (5) school days following receipt by the party of notice of the decision not to recommend expulsion; and
 - (iv) if the length of the suspension has been shortened, notice that the appeal is of the shortened length of the suspension.
- 4.14 Within two business days of receiving the notice of appeal, the Superintendent responsible of the school will consult with the family, and then electronically notify the Senior Coordinator in Governance Services that a suspension appeal has been confirmed, and indicate the date the notice of appeal was received.
- 4.15 If, in consultation with the Superintendent of Education of the school and the Superintendent responsible of Safe Schools, a principal determines that a referral for expulsion is warranted, the Superintendent responsible of the school will electronically notify the Senior Coordinator in Governance Services that a written notification for an expulsion hearing is confirmed and indicate the dates of the suspension in the notification.
- 4.16 For the purpose of the expulsion hearing, the principal will:
- a) provide a written notice of the recommendation for expulsion to the Adult Student or the parents/guardians of a minor student. The notice will include:

- i. a statement that the student is being referred to the Expulsion Hearing Panel to determine whether the student will be expelled for the activity that resulted in suspension;
 - ii. a copy of [P 023 SCO - Expulsion Hearing Panel \(Students\)](#) and [PR 513 SCO - Expulsion Hearing Panel \(Students\)](#);
 - iii. a copy of the suspension investigation pending expulsion letter [Section 6.6, c];
 - iv. information about the investigation the principal conducted to determine whether to recommend expulsion;
 - v. a statement that the student and/or their parents/guardians have the right to respond to the principal's report in writing;
 - vi. the name and contact information for the Associate Director of Education, Academic, who acts as the advisor to the Expulsion Hearing Panel; and
 - vii. information about the procedures and possible outcomes of the expulsion hearing, including:
 - A. if the Expulsion Hearing Panel does not expel the student, they will confirm, confirm and shorten, or withdraw the suspension;
 - B. parties have the right to make submissions with respect to the suspension;
 - C. any decision with respect to the suspension is final and cannot be appealed;
 - D. if the student is expelled from the school, they will be assigned to another school;
 - E. if the student is expelled from all schools of the District, they will be assigned to a program for expelled students; and
 - F. if the student is expelled, there is a right of appeal to the Child and Family Services Review Board and that the decision of the tribunal is final.
- b) prepare a report, in consultation with the Superintendent of Education, to be submitted to the Associate Director of Education, Academic, and provide the report to the student, the student's parents/guardians (unless the student is an Adult Student) along with the notice of the recommendation to expel. The report will include:
- i. A summary of the findings the principal made in the investigation;
 - ii. An analysis of which, if any, mitigating or other factors might be applicable;
 - iii. A recommendation of whether the expulsion should be from the student's school or from all the schools of the Board; and
 - iv. A recommendation regarding the type of school that would benefit the student if the student is subject to a school expulsion, or the type of program that might benefit the student if the student is subject to a Board expulsion from all schools of the District.

- 4.17 In accordance with Procedure [PR 513 SCO - Expulsion Hearing Panel \(Students\)](#), the Expulsion Hearing Panel will be heard within twenty (20) school days from the date the principal suspended the student, unless the parties to the expulsion hearing agree upon a later date.

Notifying Parents/Guardians of a Student Victim

- 4.18 The principal will inform the parents/guardians of a student who may have been harmed as a result of any incidents for which suspension must be considered. Notwithstanding the above, a principal will not notify parents/guardians of an Adult Student without prior consent from the student.
- 4.19 When notifying the parents/guardians of a victim, the principal will disclose the following:
- a) the nature of the incident that resulted in harm to the student;
 - b) the nature of the harm to the student;
 - c) the steps taken to protect the student's safety, including the nature of any discipline in response to the incident; and
 - d) the supports that will be provided for the student in response to the harm that resulted from the activity.
- 4.20 When notifying the parents/guardians, the principal will not disclose the name of or any identifying or personal information about a student who engaged in the activity that resulted in the harm, except in so far as is necessary to comply with the requirement to notify.
- 4.21 The principal will not notify a Parent/Guardian of a student if in the opinion of the principal, the disclosure will put the child at greater risk. If the principal decides not to notify a Parent/Guardian of a victim of a serious student incident, the principal will:
- a) refer the matter to the multi-disciplinary team and Superintendent of Education, if required;
 - b) document the rationale for the decision not to notify the Parent/Guardian of the student;
 - c) inform the appropriate Superintendent of Education of this decision;
 - d) if a teacher reported the harm to the principal, inform the teacher of the decision;
 - e) if appropriate to do so, inform other District employees of the decision not to notify the Parent/Guardian of the student; and
 - f) consult with the Children's Aid Society, if required.

Delegation of Principal's Authorities

- 4.22 When delegating their authority to suspend a student to a vice-principal, the principal will use Appendix D: Delegation of Authority Letter (Principal to Vice-Principal).

- 4.23 Only when the principal and vice-principal are absent from the school, the principal may delegate the following responsibilities to a teacher:
- a) initially dealing with situations involving activities that must be considered for suspension or expulsion, including
 - i. contacting a Parent/Guardian of a student who is being disciplined; and
 - ii. contacting a Parent/Guardian of a student who has been harmed as a result of an activity that could result in a suspension or expulsion. This is limited to:
 - A. the nature of the harm to the pupil; and
 - B. the nature of the activity that resulted in the harm.
 - b) receiving reports from others about activities that must be considered for suspension.
- 4.24 A teacher will not be delegated the authority to make suspension decisions or to recommend the expulsion of a student.
- 4.25 When delegating authority to a teacher, the principal will use Appendix E: Delegation of Authority Letter (Principal to Teacher).
- 4.26 Acting on this delegation is optional for a teacher. When a teacher is not sure whether or not to call a Parent/Guardian regarding a school incident, or does not wish to exercise this delegation, the teacher should contact the principal or appropriate Superintendent of Education for direction.
- 4.27 In situations involving Misconduct in Board-operated extended-day programs (EDP) and only in the absence of the principal and vice-principal, the principal may delegate in writing the authority to initially deal with situations involving activities that must be considered for suspension or expulsion to Early Childhood Educators (ECEs) and their EDP supervisors. This delegation will respect the terms of all applicable collective agreements.
- 4.28 ECEs and their EDP supervisors may be delegated limited authority to contact the parents/guardians of a student who has been harmed as the result of a serious student incident and the parents of the student who has engaged in the activity. This authority is only exercised with students enrolled in extended-day programs in the school, only during the time that the extended-day program is operated in the school.
- 4.29 Acting on this delegation is optional for a ECEs and their EDP supervisors; if they are not sure whether they should call the parents, they should contact the principal or supervisory officer for direction. The principal or vice-principal will follow up with the parents as soon as possible.
- 4.30 ECEs and their EDP supervisors will not be delegated the authority to:
- a) discuss the nature of any disciplinary measures taken in response to the activity; and

- b) make suspension decisions or recommendations regarding expulsion of students.

Reporting and Retention Requirements

- 4.31 If a student was suspended, the SSIR (Appendix F) and the letter of suspension will be retained in their OSR for one year.
- 4.32 If the student was suspended for a Violent Incident occurring on school premises during school-run programs, the related documentation will be retained in their OSR for three years.
- 4.33 If a student was expelled, the related documentation will be retained in their OSR for five years.
- 4.34 Only the name of the suspended student will be kept in the SSIR; the names of other students will be redacted.
- 4.35 In the case of the victim, no information about the incident will be placed in the student's OSR, unless the victim or parent of the victim expressly requests that it be placed in the victim student's OSR.
- 4.36 In the case of a disciplinary action short of suspension, the principal is not required to retain the report.
- 4.37 Each school will be responsible for documenting each suspension and/or expulsion into the Student Information System.

Appeals

- 4.38 The Superintendent of Education has the discretion to settle suspension appeals through a review.
- 4.39 An Appeals Hearing Panel constituted under Board policy [P 022 SCO](#) and procedure [PR 512 SCO](#) - Appeals Hearing Panel (Student Suspension) will hear the appeal at a duly constituted meeting.

Student Action Plans

- 4.40 Students serving suspension for up to five (5) school days will be provided schoolwork to complete at home while serving the suspension.
- 4.41 Where a student has been suspended for six (6) or more school days or expelled, the student will be assigned a program stipulated in a Student Action Plan (SAP) (Appendix G&H).
- 4.42 Participation in the program for suspended or expelled students is voluntary.
- 4.43 Agreement to participate in a program may be communicated to the school orally by the parents/guardians or Adult Student.

- 4.44 Within two (2) school days of the communicated approval to participate in the program, a planning meeting will be scheduled.
- 4.45 In the planning meeting, a SAP will be developed under the direction of the principal of the school with assistance, as appropriate, from the vice-principal of the school, and the multi-disciplinary team, including teaching and support staff as well as the Adult Student or the parents/guardians.
- 4.46 If the Adult Student and/or the parents/guardians are not available to participate in the planning meeting, the meeting will proceed in their absence, and a copy of the SAP will be provided to them following the meeting.
- 4.47 SAPs of students suspended for six (6) to ten (10) days will include academic supports (Appendices D and E).
- 4.48 SAPs of students suspended for eleven (11) to twenty (20) school days or of expelled students will include both academic and non-academic supports (Appendices D and E).
- 4.49 The principal will make every effort to complete the SAP within five (5) school days following the Adult Student or the parents/guardians informing the school that the student will participate in a program.
- 4.50 The principal will provide the SAP to the Adult Student, or the student's parents/guardians and the student and all necessary staff to facilitate the implementation.
- 4.51 A copy of the SAP will be stored in the student's OSR for the same time period established for all other related suspension documentation.
- 4.52 The Student Action Plan will identify:
- a) the incident for which the student was suspended;
 - b) the progressive discipline steps taken prior to the suspension;
 - c) any alternative disciplinary measures imposed in addition to the suspension;
 - d) any other disciplinary issues regarding the student that have been identified by the school;
 - e) any learning needs or other needs that might have contributed to the underlying incident resulting in discipline;
 - f) any program(s) or service(s) that might be provided to address those learning or other needs;
 - g) the academic program to be provided to the student during the suspension period and details regarding how that academic program will be accessed by the student;

- h) where the student has an IEP, information regarding how the accommodations/modifications of the student's academic program will be provided during the period of suspension;
 - i) the non-academic program and services to be provided to the student, for students suspended eleven or more days, during the suspension and details regarding how that non-academic program and those services will be accessed; and
 - j) the measurable goals the student will be striving to achieve during the period of suspension.
- 4.53 Should the Adult Student or the parents/guardians refuse to participate in the program for suspended and expelled students, the principal will record the date and time of such refusal and will provide the student with school work consistent with the Ontario curriculum or modified curriculum to be completed at home for the duration of their suspension.

Return to School

- 4.54 For students returning from a suspension (one to twenty school days) the principal will hold a re-entry meeting to facilitate the student's transition back to school and identify any additional academic or non-academic supports that may be required upon returning to school.
- 4.55 Students expelled from all schools of the District are entitled to apply in writing to the Director of Education for readmission to a school of the District once they have successfully completed the program for expelled students or have satisfied the objectives outlined in the SAP.
- 4.56 The Critical Incident Review Committee has the ultimate decision of whether an expelled student has satisfied all requirements established by the District for return to school. Only when such requirements are met, the Superintendent responsible for the school which the student was attending at the time of expulsion will, in consultation with the Associate Director, Academic, and the principals involved, determine the school of the District to which the student may return.
- 4.57 The Adult student or their parents/guardians have the right to appeal to the Director of Education the transfer decision to a school other than their designated one.

5.0 APPENDICES

(Please right-click on the links below to open appendices in new tabs)

Appendix A: Procedure Definitions

Appendix B: Activities For Which Suspension Must Be Considered

Appendix C: Section 310 (1) of the *Education Act*.

Appendix D: [Delegation of Authority Letter \(Principal to Vice-Principal\)](#)

Appendix E: [Delegation of Authority Letter \(Principal to Teacher\)](#)

Appendix F: [OCDSB 515 Safe Schools Incident Reporting – Part I Reporting](#)

Appendix F: [OCDSB 515 Safe Schools Incident Reporting – Part II Acknowledgement](#)
Appendix G: [Student Action Plan \(Elementary\) – OCDSB 516](#)
Appendix H: [Student Action Plan \(Secondary\) – OCDSB 517](#)
Appendix I: [Suspension/Expulsion Flow Chart](#)
Appendix J: Suspension Template

6.0 REFERENCE DOCUMENTS

[Education Act](#)

[Education Amendment Act \(Progressive Discipline and School Safety\), 2007](#)

Policy/Program Memorandum 120, [Reporting Violent Incidents to the Ministry of Education](#), May 16, 2011.

Policy/Program Memorandum 141, [School Board Programs for Students on Long-Term Suspension](#), December 5, 2012.

Policy/Program Memorandum 142, [School Board Programs for Expelled Students](#), December 5, 2012.

Policy/Program Memorandum 128, [The Provincial Code of Conduct and School Board Codes of Conduct](#)

Policy/Program Memorandum 144, [Bullying Prevention and Intervention](#)

Policy/Program Memorandum 145, [Progressive Discipline and Promoting Positive Student Behaviour](#)

[Bill 157: Education Amendment Act \(Keeping Our Kids Safe at School Act\)](#), 2009

[Ontario Regulation 472/07, Suspension and Expulsion of Students](#)

[Ontario Student Record \(OSR\) Guideline](#), Ontario Ministry of Education, 2000

[Supporting Bias-Free Progressive Discipline in Schools, 2013](#)

[The Protocol to Accompany Safe Schools Policies in the City of Ottawa](#)

Board Policy [P 022 SCO - Appeals Hearing Panel \(Student Suspension\)](#)

Board Policy [P 023 SCO - Expulsion Hearing Panel \(Students\)](#)

Board Policy [P 026 SCO - Student Suspension and Expulsion](#)

Board Policy [P 032 SCO - Safe Schools \(Managing Student Behaviour\)](#)

Board Procedure [PR 512 SCO - Appeals Hearing Panel \(Student Suspension\)](#)

Board Procedure [PR 513 SCO - Expulsion Hearing Panel \(Students\)](#)

Board Procedure [PR 521 SCO - Safe Schools](#)

Board Procedure [PR 522 SCO - Use of Substances on Board Premises](#)

Board Procedure [PR 523 SCO - Substance Abuse](#)

Board Procedure [PR 525 SCO - Weapons](#)

Board Procedure [PR 528 SCO - Critical Incident Review Process](#)

APPENDIX A: PROCEDURE DEFINITIONS

In this procedure,

Adult Student means a student who is 18 years or older or 16 or 17 and has removed themselves from parental control.

Board means the Board of Trustees.

District means the Ottawa-Carleton District School Board.

Expulsion Hearing Panel means the panel made up of members of the Board which has been delegated the authority to hear and decide upon the expulsion of a student.

Hate and/or Bias Motivated Occurrences are comments or actions against a person or group motivated by bias, prejudice or hate based on race, ancestry, national or ethnic origin, language, colour, religion, sex, gender identity or expression, age, mental or physical disability, marital status, family status, sexual orientation or any other similar factor. Examples are: hate crime, hate propaganda, advocating genocide, telephone/electronic communication promoting hate, and publicly displaying hate in notices, signs, symbols and emblems.

Misconduct means conduct by a student that contravenes the School District Code of Conduct or other related Board policies and/or procedures.

Mitigating and Other Factors means extenuating circumstances that, when considered, may mitigate the seriousness of the incident and/or the application of progressive discipline, including a Suspension and/or whether further investigation should be undertaken to recommend the Expulsion of a student.

Parent/Guardian means the custodial parent or guardian of a minor child who is not 16 or 17 and removed from parental control.

Student Action Plan (SAP) means an individualized plan developed under the direction of the principal for students suspended six or more school days or for students who have been expelled who are willing to participate in the program for expelled and suspended students.

Weapons are defined in the Criminal Code as follows:

- a. anything used or intended for use in causing death or injury to persons, whether designed for such purpose or not; or
- b. anything used or intended for use for the purpose of threatening or intimidating any person.

All firearms, including replica firearms and imitation firearms, are always considered Weapons.

Violent Incident (as per PPM 120) means the occurrence, on school premises during school-run programs, of any one of the following or a combination of any of the following:

- c. possessing a weapon, including possessing a firearm;
- d. using a weapon to cause or to threaten bodily harm to another person;
- e. physical assault causing bodily harm requiring medical attention;

- f. sexual assault;
- g. robbery;
- h. extortion; and
- i. any hate-motivated violence based on race, national or ethnic origin, language, color, religion, sex, age, mental or physical disability, sexual orientation, gender identity, gender expression, or any other similar factor.

Volunteer means a parent or community member who agrees to undertake, without pay, a designated task which supports a classroom, a school, or a system-wide program.

Weapon means any object used to threaten or inflict harm on another person.

APPENDIX B: ACTIVITIES FOR WHICH SUSPENSION MUST BE CONSIDERED (DISCRETIONARY SUSPENSION)

Under subsection 306(1) of the *Education Act*, a principal must consider whether to suspend a student from one to 20 school days, if they believe that the student has engaged in any of the following activities while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school climate:

- a. uttering a threat to inflict serious bodily harm on another person;
- b. possessing alcohol or illegal drugs or, unless the student is a medical cannabis user, cannabis;
- c. being under the influence of alcohol or, unless the student is a medical cannabis user, cannabis;
- d. swearing at a teacher or another person in a position of authority;
- e. committing an act of vandalism that causes extensive damage to school property or to property located on the premises of the student's school; or
- f. bullying.

In addition, it is the policy of the Board that a principal shall consider whether to suspend a student from one to 20 school days if they believe that the student has engaged in any of the following activities:

- a. persistent opposition to authority;
- b. habitual neglect of duty as a student, as defined by the Education Act, District or school policies;
- c. willful destruction of school property or property located on school premises;
- d. profane or improper language;
- e. conduct injurious to the physical or mental well-being of others in the school;
- f. inappropriate use of information technology, as defined in Board policies and procedures;
- g. smoking or vaping on school/District premises;
- h. selling, distributing, or providing illegal drugs, alcohol, cannabis and/or any vaping or tobacco products;
- i. being under the influence of illegal drugs; or
- j. any act considered to be contrary to the Board or school code of conduct.

APPENDIX C: ACTIVITIES THAT MAY LEAD TO EXPULSION (MANDATORY SUSPENSION)

Under subsection 310(1) of the *Education Act*, a student shall be suspended from their school and all school-related activities for up to 20 school days, and an investigation shall take place if the principal believes that the student has engaged in any of the following activities while at school, at a school-related activity or in other circumstances where engaging in the activity will have an impact on the school climate:

- a. possessing a weapon, including possessing a firearm;
- b. using a weapon to cause or to threaten bodily harm to another person;
- c. committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner;
- d. committing sexual assault;
- e. trafficking in weapons or illegal drugs;
- f. committing robbery;
- g. giving alcohol or cannabis to a minor;
- h. bullying, if,
 - i. the student has previously been suspended for engaging in bullying; and
 - ii. the student's continuing presence in the school creates an unacceptable risk to the safety of another person.
- i. any activity listed as a possible reason for suspension in subsection 306 (1) 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; and
- j. any other activity for which a principal must suspend, and, therefore in accordance with this Policy, conduct an investigation to determine whether to recommend to the board that the student be expelled.
 - i. the student's pattern of behaviour is so refractory that their presence is injurious to the effective learning environment of others;
 - ii. the student has engaged in activities that cause their presence in the school to be injurious to the physical or emotional well-being of other persons in the school; or
 - iii. the student has engaged in activities that have caused extensive damage to the property of the District or to property on District premises.