

## **SCHOOL DISTRICT OF NEW LONDON**

### **ADMINISTRATIVE GUIDELINE 447.3 - STUDENT SUSPENSION**

#### **A. Out-of-School Suspensions:**

1. Suspension means an action taken by the school administration prohibiting a student from attending school for a period of not more than five (5) consecutive school days. The purpose of suspension is to remove the student from the school environment and to provide time for the professional staff, parent/guardian and student to discuss the matter and bring about an agreement concerning future conduct.
2. In order to assure a student of his/her constitutional rights and the protection of due process of law, the student shall be given an opportunity for a hearing, should the student or the student's parent or guardian desire to have one. The hearing shall be held to allow the student to contest the severity of the sanction handed down by the disciplinary authority. Upon request of the student, or the student's parent or guardian, the hearing shall be closed to the public. The following procedural guidelines shall govern the hearing:
  - a. Written notice of charges against a student shall be supplied to the student and his/her parent or guardian.
  - b. The District Administrator shall ascertain the facts and determine the student's involvement. The District Administrator shall review the designated discipline to determine its appropriateness.
  - c. The parent or guardian may be present at the hearing.
  - d. A record shall be kept of the hearing.
  - e. The findings of the District Administrator shall be reduced to writing and sent to the student and his/her parent or guardian.
  - f. The student and his/her parent or guardian shall be made aware of their right to appeal the decision of the District Administrator to the next highest level, the Board of Education.
3. A student who has been suspended may not be in or around the school building or grounds, may not use school transportation, nor take part in any regular or co-curricular activities associated with or at the school during the entire duration of the suspension, including non-school hours as well as the regular school hours.

4. Students who are suspended from school have the same make-up privileges as a student with an excused absence. That is, the student will have the number of days absent plus one to make up work missed. It is the student's responsibility to contact the teacher to arrange for making up missed work assignments.

**B. In-School Suspensions:**

1. A student whose disruptive behavior forces his/her temporary removal from the regular classroom may be assigned to in-school suspension. The student will be assigned to in-school suspension by school administrators and will be under the supervision of school personnel.
2. The administration shall maintain procedures for in-school suspensions, including conditions under which credit will be given for work completed during the period of in-school suspensions.
3. The District shall not discriminate in disciplinary measures, including suspension, on the basis of sex, race, national origin, ancestry, creed, pregnancy, marital or parental status, sexual orientation or physical, mental, emotional, or learning disability. Discrimination complaints shall be processed in accordance with established procedures.

ADOPTION DATE: March 10, 1997

REVISION DATE(S): March 26, 2019

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CROSS-REFERENCE: Policy 447.3 Student Suspension  
Policy 411 Equal Educational Opportunities/Complaint  
Procedures

LEGAL REFERENCE: Section 120.13 (1) Wisconsin Statutes  
Section 118.16 (4) (a) Wisconsin Statutes