

STUDENT SUSPENSIONS

Parents must receive written notification each time a student is suspended. The notification must include a description of the act committed, the date on which it was committed and an explanation that if the student receives five suspensions during the current school year and has entered into and participated in a plan of behavior, the student will be deemed a Habitual Disciplinary Problem (see NCS Policy 7560).

Suspensions are generally viewed as the last resort after all other discipline procedures have been explored or the severity of the discipline problem warrants a student being removed from the school setting. Student suspensions are divided into three categories:

1. Class I Administrative Suspension (0-2 days out of school)
 - a) The site administrator/designee removes a student from class and all school-related activities for a time ranging from one class period to a maximum of two school days.
2. Class II Administrative Suspension (3-9 days out of school)
 - a) The site administrator/designee removes a student from classes and all school-related activities for a period of time ranging from three to a maximum of nine school days.
3. Class III Administrative Suspension/HDP (10 or more days out of school)
 - a) A site administrator removes a student from classes as a "Habitual Discipline Problem" (NRS 392.4655).

SCHOOL WORK EXPECTATIONS DURING SUSPENSIONS

For administrative or Class I suspensions, homework and other requirements determined by the site administrator are to be completed and turned in upon the student's return to school.

It is the school administrator's responsibility to notify teachers of students suspended for nine days or less, so homework assignments can be prepared. Upon notification, teachers have until the end of the next school day to submit the assignments to be completed during the suspension to the administrator. It is the site administrator's responsibility to notify parent/legal guardian when and where to pick up the school assignments. School administrators may adjust the due date of assignments in response to long distances parent/legal guardian may have to travel to pick up school work.

For Class III suspensions imposed by the School District Discipline Hearing Officer, if a student is suspended as a Habitual Discipline Problem according to statute (NRS 392.4655), the school is not responsible for providing that child with school work. For special education students, see section entitled School Discipline for Students with Disabilities.

CLASS III SUSPENSION/EXPULSION HEARING REFERRAL

Site administrators may refer a student to the School District Discipline Hearing Officer for specific misconduct. Every effort is made to conduct the hearing within ten calendar days after the hearing request is submitted to the district office. The parent/legal guardian will be notified of the date, time and location of the hearing by certified mail. The parent/legal guardian has the right to representation by an attorney during the hearing at their own expense. All hearings are closed to the public. The hearing is recorded with a copy provided to the parent/legal guardian upon request. A written record of any action taken by the hearing officer is placed in the student's confidential disciplinary file at the school. Every reasonable effort is made to accommodate parent/legal guardian schedules when arranging the hearing. The hearing will be convened even if the student is withdrawn from school following the misconduct.