



## School District No. 27 (Cariboo-Chilcotin)

### SUSPENSIONS: SECTION 91(5) OF THE SCHOOL ACT

**Policy No. 5113**

Effective: December 2006

Initial Adoption: November 1995

#### **Preamble**

The Board recognizes its obligation to provide a safe learning and working environment for the students and staff of the school district.

In those instances in which a student is suspected to be suffering from a communicable disease or other physical or mental condition that would endanger the health or welfare of other students or employees, he or she may be excluded from school until the School Medical Officer is satisfied that it is safe for the student to return to school.

The School Medical Officer shall determine the appropriateness of a student's return to school based upon the development of a plan that ensures the safety of other students and staff. The plan will be developed jointly by parents, teachers, principals and/or vice-principals, psychologists, psychiatrists, and other professional personnel as appropriate.

Such exclusions should be used rarely. Schools are expected to have exhausted all other strategies and resources in attempting to deal with the student prior to considering suspension under Section 91. Most often a section 91 suspension is applied when the student and/or the student's family is unwilling to follow through on recommendations for medical intervention, or in those cases in which the student's condition and/or behaviour is becoming progressively more dangerous.

In the administration of this section of the School Act, the student should be made to feel that his/her value as a person is not in question, but that his/her physical, mental or emotional condition must be addressed.

#### **Policy**

**Where the health or welfare of students or employees is threatened by the physical, mental or emotional condition of another student, Administrative Officers of the Board, in cooperation with the School Medical Officer, will act to implement Section 91(5) of the *School Act*.**

#### **Regulations**

Except in very exceptional circumstances, and before any action is taken, the principal must have already had extensive contact with the parent. When excluding students under Section 91(5), the action will be initiated by the school principal.

When considering the suspension of a student with special needs, the principal, or his/her designate, must ensure that such students have been adequately

assessed, that appropriate interventions are applied before suspension is considered, that the grounds for suspension are clear and appropriate, that meaningful education programs or interventions are offered during the period of suspension, and that planning is undertaken for successful re-entry.

The procedures outlined below must be followed.

1. The principal shall inform the Superintendent or designate and the School Medical Officer of his/her intent to suspend the student and the circumstances leading to the suspension.
2. The principal shall notify the parents or guardians in writing that he/she is suspending the student under Section 91(5) and has informed the School Medical Officer. This letter shall be sent by double registered mail, or hand delivered, if necessary, and copied to the Superintendent or designate and to the School Medical Officer.
3. The School Medical Officer shall inform the parent, in writing, that the student may not return to school until he/she has been assessed by appropriate professionals, (psychologist, psychiatrist, MD, etc.), and a plan has been developed with specific recommendations for the student's safe return to school.
4. A planning team, consisting of parents, teacher(s), principal and/or vice-principals and other personnel as appropriate which may include the school based team, will be convened to plan for the student's re-entry into the school system. This plan may include assessment, treatment and conditions which will need to be met before the student may return to the school setting. A case manager will be assigned at this time.
5. All medical exclusions shall be brought to the Board in a closed session by the Director responsible for suspensions.
6. An educational program (e.g. home instruction) shall be made available, where appropriate, as per the School Act requirement [School Act 91].
7. The student's well-being will be discussed with representatives of the community agencies as appropriate (e.g. Mental Health, Social Services), as well as with the School Medical Officer, or designate, to ensure that responsibilities for follow-up are clearly designated.
8. The student's status will be reviewed every month by the Case Manager until the student returns to school or withdraws from the School District.
9. The School Medical Officer will send a certificate to the principal and the Superintendent, or designate, lifting the exclusion once he/she has received the written plan referred to in #3 and is satisfied that all

reasonable measures are in place for the safe reintegration of the student in the school environment. Copies of this certificate are sent to the parent/guardian.

10. A checklist of these actions will be maintained by the case manager.
11. A periodic review of the student's well-being will be conducted by the principal and the case manager subsequent to his/her return to school.

**Regulation Attachment:**

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Case Manager		Student
Parent		Birthdate: yyyy/mm/dd
Checklist		Date
1.	The school has made appropriate contact with the parent/guardian.	
2.	Discussion with the Superintendent or designate on intent to exclude.	
3.	Principal informs School Medical Officer by phone or in meeting.	
4.	Principal notifies parent/guardian in writing of the indefinite suspension under Section 91(5) of the School Act (double-registered letter or hand delivered). Copies to: Superintendent or designate School Medical Officer	
5.	School Medical Officer informs parent by letter of need for a comprehensive plan to be developed before the student can return to school. Copies to: Principal Superintendent or designate	
6..	Meeting between school officials, appropriate community agencies and parents to design an appropriate plan of action to re-integrate the student in the school system.	
7.	Information provided to area trustee.	
8.	Home instruction assigned (if appropriate).	
9.	School Medical Officer sends principal a certificate indicating that the student may return to school. Copies to: Parent Superintendent or designate	
10.	Placement of student.	Location:
11.	Review of placement.	