

ALTERNATIVE SUSPENSION PROGRAM

Responsibility:	<i>Superintendent, Student Achievement & Well-Being</i>
Legal References:	<i>Education Act</i>
Related References:	<i>Policy 6001 – Code of Conduct;</i> <i>Policy 6008 – Student Discipline;</i> <i>Policy 6009 – Student Bullying Prevention and Intervention;</i> <i>IS-08-ASP-01 – Checklist;</i> <i>IS-08-ASP-02 – Intake Meeting Invitation;</i> <i>IS-08-ASP-03 – Intake Meeting;</i> <i>IS-08-ASP-04 – Letter to Teachers;</i> <i>IS-08-ASP-05 – OSR Report Elementary;</i> <i>IS-08-ASP-06 – OSR Report Secondary;</i> <i>IS-08-ASP-07 – Student Action Plan Elementary;</i> <i>IS-08-ASP-08 – Student Action Plan Secondary;</i> <i>IS-08-ASP-09 – Student Commitment Elementary;</i> <i>IS-08-ASP-10 – Student Commitment Secondary;</i> <i>IS-08-ASP-11 – Re-Entry Report</i>
Revisions:	<i>March 2016</i>
Reviewed:	<i>March 2016</i>

1.0 Preamble

The Waterloo Region District School Board's Alternative Suspension Program is designed for students on a 6 – 20 day suspension. The program operates as part of the Board's progressive discipline continuum of prevention and intervention strategies. The program is housed in the student's home school or, in the case of elementary students, the program may be located at their local senior elementary school.

2.0 Program Objectives

- 2.1 Support students in continuing with their regular academic program while under suspension;
- 2.2 Assist students in developing effective social and emotional competencies that will enable them to return to school with the skills necessary for success.

3.0 Program Components

- 3.1 Academic support so that the student can continue with their academic program while under suspension;
- 3.2 Skill development in the areas of conflict resolution, anger management, critical thinking and problem solving, communication skills and resiliency;
- 3.3 Individualized supports that will assist students in making positive changes in their behaviour.

4.0 Process for Enrollment in Alternate Suspension Program

- 4.1 Complete Suspension/Expulsion Working Copy Form (IS-03-S-11);
- 4.2 Contact Superintendent, Student Achievement & Well-Being if suspension is eleven (11) days or more;
- 4.3 Notify Parent/Guardian of suspension decision;
- 4.4 Complete Suspension Letter (IS-08-S-01);
- 4.5 Complete Letter to Parent/Guardian concerning Alternate Suspension Program Intake Meeting (IS-08-ASP-2);
- 4.6 Notify staff of Intake Meeting time and location;
- 4.7 Input suspension data into Suspension Database;
- 4.8 Arrange for OSR Report to be completed:
 - 4.8.1 Elementary student (IS-08-ASP-5);
 - 4.8.2 Secondary student (IS-08-ASP-6);
- 4.9 Complete and send out Letter to Teachers concerning Academic Program (IS-08-ASP-4);
- 4.10 Arrange re-entry meeting date and time;
- 4.11 If suspension is 20 days pending recommendation for expulsion, contact Choices for Youth Program to determine availability of program.