

TEACHER REMOVAL OF STUDENTS FROM CLASS

Teachers shall have the initial authority to remove a student from a class for disruptive behavior.

Criteria for Temporary Removal

In order to maintain an appropriate learning environment, a teacher may remove a student from a class on a temporary basis for minor disruptions, including but not limited to insubordination, failure to maintain appropriate classroom behavior, and compromising others ability to participate in class. Upon removal, the student shall be sent to another supervised location. The teacher is required to file an incident report based on the disruption and the removal. (See requirements for incident reports below.)

Criteria for Long Term or Permanent Removal

A teacher may seek the long term or permanent removal of a student from a class due to the student's disruptive behavior when:

- * Removal of the student is necessary to restore an appropriate learning environment;
- * The teacher has filed at least two incident reports concerning the student's disruptive behavior (See requirements for incident reports below);
- * Interventions by the teacher and/or administrators have failed to end the student's disruptive behavior;
- * The student's parents/guardians have been provided with notice of the student's disruptive behavior and have had the opportunity to meet with the teacher and/or administrators; and
- * The teacher files a Student Removal Form (JFCB-E) with documentation supporting the removal of the student from the class, which includes, but is not limited to any prior incident reports.

Requirements for Incident Reports

A teacher is required to file an incident report with the appropriate school administrator concerning a student's disruptive behavior by the end of the following school day.

Procedures for Written Notification to Student and Parents

The school administrator will disseminate any incident report or Student Removal Form to the student's parents/guardians upon receipt of said report or form from a teacher with all due speed. Modes of dissemination may include, but are not limited to mailing, faxing, sending by electronic mail, or sending a copy of the report or form home with the student. A teacher may also directly contact a student's parents/guardians concerning an incident report or Student Removal Form and must document such efforts and any contact in writing. The parents/guardians must be provided with an opportunity to meet with the teacher and/or administrators concerning any incident and the possible consequences for the student if disruptive behavior continues.

Guidelines for Alternative Assignment and Instruction of Removed Students

The school principal or his designee shall determine the appropriate placement of any student removed from a class by a teacher. A student may be:

- * Assigned to an alternative program;
- * Assigned to another class;
- * Sent to the principal's office or a supervised study hall. If this option is chosen, the teacher shall provide and evaluate appropriate work for the student.
- * Suspended or recommended for expulsion. If this option is chosen, alternative instruction and assignment, if any, shall be provided according to School Board policy and, in the case of students with disabilities, in accordance with federal law.

Procedure for a Student's Return to Class

The school principal or his designee (hereinafter the principal) shall consult with the teacher concerning a student's removal from a class. After said consultation, the principal will determine the duration of the student's removal from the class. The principal shall notify the teacher of his decision.

If the teacher disagrees with the decision, the principal shall have a second discussion with the teacher concerning objections to and underlying reasons in support of the decision. If the principal's decision is unchanged the teacher may appeal said decision to the Superintendent or his designee (hereinafter the Superintendent) within one school day. Any documents concerning the principal's decision should be forwarded to the Superintendent. Such documents should include, but are not limited to, any incident reports and the Student Removal Form.

Upon receipt of the appeal, the Superintendent has 48 hours in which to discuss the principal's decision with the teacher and principal, review the documents, and issue a final decision in the matter.

No student shall be returned to class while an appeal is pending.

When a decision has been made to return a student to class, the principal and teacher shall develop a plan to address any future disruptive behavior by the student.

Other Provisions

The school principal shall ensure that students removed from class under this policy continue to receive an education in accordance with School Board policies.

Application of this policy to students with disabilities shall be in accordance with state and federal law and regulations, as well as School Board policies regarding students with disabilities.

Teacher deficiencies in classroom management shall be addressed in teacher evaluations pursuant to Policy GCN Evaluation of Professional Staff.

This policy does not limit or restrict the application of other School Board policies or regulations for maintaining order in the classroom.

ADOPTED: July 1, 1998

REVISED: July 10, 2001
February 11, 2014

LEGAL REFERENCES: Code of Virginia, 1950, as amended, §§ 22.1-276.01, 22.1-276.2.

CROSS REFERENCES:

GCN	Evaluation of Professional Staff
JFC	Student Conduct
JFC-R	Student Code of Conduct Manual
JFCB-E	Student Removal Form
JFCC	Student Conduct on School Buses
KQ	Commercial, Promotional, and Corporate Sponsorships and Partnerships