

TEACHER REMOVAL OF STUDENTS FROM CLASS

Teachers have the initial authority to remove students from class for disruptive behavior. "Disruptive behavior" means a violation of Regional School Board policies or regulations issued by the director governing student conduct that interrupts or obstructs the learning environment.

Criteria for Removal

In order for a teacher to remove a student from class for disruptive behavior

- removal of the student from the class must be necessary to restore a learning environment free from interruptions and obstructions caused by the student's behavior
- interventions by the teacher and/or administrators have been attempted and failed to end the student's disruptive behavior, and
- notice of the student's disruptive behavior and the opportunity to meet with the teacher and/or school administrators must have been provided to the student's parents as described below.

When all of the above criteria have been satisfied, a teacher may remove a student from class.

Requirements for Incident Reports

Teachers should write incident reports regarding all incidents of disruptive behavior. The reports will be filed with the school administration and provided to the student's parents within 24 hours of the incident. The parents must be given the opportunity to meet with the teacher and/or school administrator to discuss the student's behavior and the possible consequences if the behavior continues. The teacher will document, in writing, attempts to request and encourage the parents to meet with him or her or school administrators.

A student may not be removed from class for disruptive behavior unless two written incident reports have been filed with school administrators and provided to the student's parents concerning two prior incidents of disruptive behavior. Upon removal, the teacher shall file a "Student Referral Form" with school administrators. The teacher will include any other documentation supporting the removal including, but not limited to, the previous two incident reports.

Procedures for Written Notification of Student and Parents

The teacher shall provide copies of any incident report and Student Removal Form to the student and the student's parents and notify them of the opportunity to meet with the teacher and/or school administrators to discuss the behavior and the possible consequences if the behavior continues. Such notice shall be provided within twenty-four hours of each incident. The teacher shall document, in writing, attempts to request and encourage the parents to meet with school administrators and/or the teacher. Such notice and documentation shall be required for each incident report and student removal.

Guidelines for Alternative Assignment and Instruction of Removed Students

The director shall determine the appropriate placement of any student removed from class by a teacher. The director may

- assign the student to another class
- send the student to the director's office or study hall. If the director chooses this option, the teacher shall provide and evaluate appropriate make-up work for the student
- suspend the student or recommend the student for expulsion. If the director chooses this option, alternative instruction and assignment, if any, shall be provided according to Regional School Board policy and in the case of students with disabilities, in accordance with federal law
- return the student to class in accordance with the procedures below

Procedure for the Student's Return to Class

The director or director's designee shall determine, after consultation with the teacher, the duration of the student's removal from class. The director or director's designee shall notify the teacher of the decision to return the student to class. If the teacher disagrees with the director or director's decision to return a student to the class

- the teacher and director or director's designee shall discuss the teacher's objection to returning the student to class and the director or director's designee reason for returning the student.
- the teacher, after meeting with the director or director's designee, may appeal the director or director's designee decision to the superintendent or designee within one school day. The incident reports and removal form must accompany the appeal. After discussion with the director or director's designee and teacher or receiving their written comments, the decision of the superintendent or designee shall be final. The decision shall be made within forty-eight hours of the teacher's appeal. During the appeal process, the student shall not be returned to class and the director or director's designee will determine an appropriate placement for the student.

Once the decision has been made to return the student to class, the teacher and director or director's designee shall develop a plan to address future disruptive behavior.

Other Provisions

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

Application of this policy to students with disabilities shall be consistent with federal and state law and regulations as well as Regional School Board policy regarding students with disabilities.

Teacher deficiencies in classroom management shall be addressed in teacher evaluations pursuant to Policy No. 5006 Evaluation of Professional Staff.

This policy does not limit or restrict the ability of Regional School Board employees to apply other policies, regulations or laws for maintaining order in the classroom.

Adopted: October 18, 2018
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Legal Ref: Code of Virginia, 1950, as amended, §§ 22.1-276.01, 22.1-276.2

Cross Refs: Pol 5006 Evaluation of Professional Staff
Pol 8002 Student Conduct
Pol 8013 Disciplining Students with Disabilities
Pol 8090 Student Suspension/Expulsion