

TEACHER NOTIFICATION OF SUSPENSION AND EXPULSION

STUDENT AND INSTRUCTIONAL POLICY #3.25

ADOPTED: 10/16/2017

(Ed. Code 32282) Vista Oaks takes the safety of all staff and students very seriously. For students newly enrolled the registrar completes information in the student information system that lists if the student has been suspended or expelled. The information entered by the registrar is available for the teacher to view. Each teacher has been notified of the importance of viewing this information for their students and is strongly encouraged to view this data upon enrollment.

In addition to the data being available within the student information system, a report is pulled monthly that lists all students with a suspension or expulsion. This list is shared with teachers to review. The teacher is able to review the cumulative record once it is received for more information regarding the incident.

For students enrolled with Vista Oaks, upon the suspension and/or expulsion incident, the teacher will receive the following form. The Notification of Student Suspension or Expulsion form will notify the teacher of the incident that led to the suspension and/or expulsion. The notification of suspension or expulsion will be completed within one business day of the incident.