

SACRAMENTO CITY UNIFIED SCHOOL DISTRICT

NOTICE OF SUSPENSION

TYPE OF SUSPENSION		SCHOOL NAME		DATE (m/d/yy)	
STUDENT NAME Last: _____ First: _____		STUDENT ID		GENDER	GRADE
DATE OF BIRTH		POLICE REPORT		REPORT NUMBER	
ETHNIC CODE		EXPULSION REVIEW		20-	
PARENT CONFERENCE Date: _____ Time: _____ Spoke to: _____		MANDATORY RECOMMENDATION FOR EXPULSION is required by Ed. Code Section §48915(c) for the following offenses: c.1 Sale, possession or furnishing of a firearm c.2 Brandishing a knife at another person c.3 Selling a controlled substance c.4 Sexual assault or sexual battery c.5 Possession of explosives			
STUDENT CONFERENCE Date: _____ Time: _____ NOTICE OF SUSPENSION: Date: _____ Spoke to: _____					
GROUND(S) FOR SUSPENSION under Ed. Code Sections 48900 and/or 48900.2-.7:					
ON THE BACK OF THIS NOTICE ARE DISCIPLINE PROTECTIONS FOR STUDENTS WITH DISABILITIES AND A LINK TO THE GROUNDS FOR SUSPENSION UNDER THE ED. CODE					
DETAILS OF INCIDENT Date: _____ Time: _____		INCIDENT LOCATION	REPORTING INCIDENT Name: _____ Title: _____		
SUMMARY OF INCIDENT:					
DATES SUSPENDED: Beginning: _____ Through: _____ To return on: _____ Number of days suspended for this offense: _____ Total number of days suspended this year including this one: _____					
Dear Parent(s)/Guardian(s): This suspension is in compliance with Education Code Section §48900 and §48915 et. seq. The suspension has been discussed with your student and she/he has been given an opportunity to explain her/his side of the incident. If a conference has been requested, please make every effort to attend. Under state law, you are required to respond to this request without delay. If you wish, you and your student may review his/her record as provided in Education Code 49069. Make-up work and/or tests may be provided for your student, if requested, for the period of suspension. If you feel the suspension is inappropriate and have discussed your concerns with the school principal, you may appeal the suspension by contacting, in writing, the Student Hearing and Placement Department at 5735 47th Avenue, Sacramento, CA 95824. PLEASE NOTE: During the school day, your student must not be on or near the school campus. Supervision is the responsibility of the parent/guardian during the suspension. If you wish to appeal this suspension, the appeal must be received by the Student Hearing and Placement Department within 30 days of the first day of suspension.					
SUSPENDED BY					
				(916)	
Name (Please Print)		Title		Telephone	
				Signature	

Discipline Protections for Students with Disabilities

SCUSD is required to provide certain legal protections when discipline creates a change in placement. If a student requires, because of a disability, accommodations in order to participate in the discipline process, a request should be made to SCUSD. Additionally information can be accessed at <https://www.scusd.edu/suspendedcode>

- A change in placement occurs if suspension: (1) goes beyond 5 consecutive or 10 total school days in a year; or (2) demonstrates a pattern.
- The **day** SCUSD decides to suspend/expel a student with disabilities, they must:
 - (1) Notify parents of the decision; and
 - (2) Provide parents with Notice of Procedural Safeguards.
- **Within 10 days** of a decision to change placement, SCUSD must hold an IEP or 504 meeting to determine:
 - (1) Whether the student's behavior was caused by or directly related to the student's disability; and
 - (2) Whether the student's conduct was caused by a failure to implement student's IEP or 504 Plan.
 - If the answer to **either** question is "yes," the student will return to his/her placement unless the parent and SCUSD agree to a change.
 - If the answer to **both** questions is "no," general discipline will apply.
 - A parent who disagrees may request an expedited hearing.
- **After 6 total days** of suspension in a school year, and prior to any further suspension, SCUSD will, by District procedure, convene an IEP or 504 manifestation determination team meeting to determine whether student's behavior was caused by or directly related to the student's disability or a failure to implement the IEP or 504 Plan. **This timeline goes beyond what the law requires by requiring a meeting at day 6, instead of day 10.**
- Starting on the **11th day** of total suspension in a year, SCUSD must provide services to a suspended student with an IEP, including:
 - (1) Services to allow progress toward curriculum and IEP goals; and
 - (2) Services outlined in a student's behavior plan.
 - During a suspension of two or more days, a parent may request from the teacher the homework the student missed.