



**New Hampshire Division for Children, Youth and Families Policy Manual**

**2207 SUSPENSION**

Chapter: Sununu Youth Services Center

Section: Academic Vocation and Work

Approved:

Joseph E. Ribsam, Jr., DCYF Director

Policy Directive: **20-15**

Effective Date: **May 2020**

**References Of Note**

Federal Authority: [Individuals with Disabilities Education Act \(IDEA 2004\)](#), and [34 CFR 300.530](#)

Statutes: [RSA 169-B](#) and [RSA 193:13](#), [RSA 621](#), and [RSA 621-A](#)

Administrative Rules: [Ed 1100](#) and [Ed 1114.12](#)

Case Law:

This policy defines practice for suspension of youth within the SYSC School.

**Required Practices**

*Any deviations to the following information must be documented with Supervisory Approval.*

- I. The SYSC School shall not expel (permanently remove) any student from the SYSC Educational Program.
- II. A student may be suspended for one to 5 consecutive days (with the exception of situations outlined in Section III (C) and (D) directly below) if the student's behavior:
  - A. Presents an imminent danger to self or others (including the destruction of property to the extent it presents imminent danger); or
  - B. Would seriously disrupt the educational process to such an extent that the student cannot appropriately participate in the educational program.
- III. The suspension of any youth must be given careful consideration and shall be implemented in accordance with Federal and State Law.
  - A. Whenever possible, a brief removal from class (1-class period) or the provision of other educational alternatives shall be used in lieu of suspension.
  - B. No student shall be suspended from the SYSC School for acts committed outside the course of their educational program.
  - C. A youth's absence from the school setting due to the following shall not be considered suspension:
    1. Suicidal ideation;
    2. Injury or illness; or

3. Emotional distress.
- D. An educationally disabled student shall not remain suspended when it is determined in a manifestation meeting that:
1. There is a relationship between the student's conduct and their disability;
  2. The educational program at the facility is determined inappropriate to meet the youth's needs; or
  3. The youth's Individual Education Plan (IEP) is not being fully implemented.
- IV. Classroom teachers may not impose suspension. The Principal or their designee shall determine if suspension is appropriate and what length of time of the suspension shall be.
- V. The SYSC School Principal or designee shall provide written notification to a youth's parents/guardians, the Local Education Agency (LEA), and the youth's JPPO of any suspension in accordance with the procedural safeguards required by the Individuals with Disabilities Education Act (IDEA 2004), Public Law 101-476, and the NH Rules (Ed 1100).
- VI. Alternative educational programming shall be provided for any student immediately upon the student's suspension from the education program to ensure there is no disruption in education.
- VII. For identified youth, the youth's Special Education Evaluation Placement Team (IEP Team) shall meet to conduct a Manifestation Meeting when it is likely the identified youth will accumulate 10 days of suspension (either consecutively or cumulative) within a school year (including the summer school program).
- A. Any suspension of more than 10 days (consecutively or cumulative) in a single school year shall constitute a change in placement to which all of the procedural protections accompanying a change in placement under federal law and NH Rules (Ed 1100) apply, except that the location of the facility in which the student is placed is governed by the terms of a court's order under RSA 169-B, 169-C, or 169-D.
1. If a change in placement is appropriate, the team will determine the appropriate location outside the school for the youth to continue to receive their education.
  2. If a change in placement is not determined appropriate, the youth will continue to receive services within the school setting.
- VIII. Any suspension of a youth from the SYSC School shall be appropriately documented and maintained in the youth's educational file.

Standard Operating Procedures		
SOP	Title	Applicable Disciplines
2207.1	Suspension Procedures	SYSC

**Glossary and Document Specific Definitions**

A - B    C - D    E - F    G - I    J - L    M - N    O - Q    R - S    T - V    W - Z

Document Change Log			
PD	Modification Made	Approved	Date