IN-HOUSE SUSPENSION

The purpose of in-house suspension is to provide students with alternative to short term out-of-school suspension. In-house suspension (IHS), shall be imposed by the principal. Both the student and the parents shall be notified of the suspension, the grounds therefore, and the right to appeal the suspension to the superintendent.

The classroom teacher shall prepare written lesson assignments for each student suspended in-house and shall furnish any necessary special materials. The lesson assignments shall be such that will require written responses and will be graded upon the student's return to class. The student shall receive full credit for work completed and shall not be recorded absent.

The following rules shall apply to in-house suspension:

1. The length of suspension shall be a minimum period determined by the principal. The period of suspension may be extended at the discretion of the IHS instructor with the concurrence of the principal. Such extension shall be made only after careful evaluation of the student's behavior.

2. Students who are assigned HIS shall bring necessary books and materials to each HIS class.

3. There shall be no excused tardies. Tardies will result in the following disciplinary action:

   > 1st tardy- one additional day of IHS
   > 2nd tardy- two additional days of IHS
   > 3rd tardy- three day suspension from school

4. Any absences from IHS must be explained telephonically or in person by the parents to the IHS instructor or to the principal. Notes will not be accepted. Unexcused absences – as determined by the principal – will result in the following additional disciplinary action:

   > 1st unexcused absence – two additional days of IHS;
   > 2nd unexcused absence – three day suspension from school and the completion of IHS upon
   >   return
   > 3rd unexcused absence – suspension from school for the semester with loss of credit for the
   >   semester