

Policy Number:

Adopted: _____

Revised: _____



Metro Schools In-School Suspension Policy

I. Purpose

The purpose of this policy is to set principles for In-School Suspension for student discipline at Metro Schools.

II. Policy

It is the policy of Metro Schools to establish a quality student discipline practice called In-School Suspension (ISS) that contributes to reduced numbers of out of school suspensions, returns students to classes sooner, and increases learning for students involved with this discipline practice. ISS will provide services to students referred to ISS that result in students returning to classes more responsive and engaged. Protocols, procedures and practices will be developed and improved each year.

A. In the ISS discipline service dedicated staff will:

1. Process incidents that led to student referrals to ISS, following student discipline procedures.
2. Communicate with parents about the incident and what the school is doing with and for the student. Converse with parents as appropriate in a conference with student and selected staff.
3. Evaluate the student's responsiveness and readiness to adjust behavior, following student discipline procedures and protocols.
4. Seek to discover and address student needs that contributed to the incident or that will reduce tensions that lead to future incidents. Make discovery and offer supports through interviews, assessments, referral to school specialists or services.
5. Coach and motivate students to prepare and return to class
6. Keep accurate and useful records of each student, incident, activities and work done in ISS, time in ISS and information on how the student fared upon returning to class.
7. Regular evaluations of the service, activities, results and trends will be conducted, at a minimum of 3 times in the school year.
8. Weekly updates of reports and data for service, student and school requirements and for submissions to DIRS, if any.
9. Annual review and evaluation of the ISS service with administration to make improvements.

B. Students will

1. Take responsibility for their choices and actions and seek to restore trust and confidence in their participation in class and school.
2. Work on academic assignments during ISS time.

3. Acknowledge any trends in their behaviors, seek to discover why this pattern exists and work to change the pattern.
 4. Celebrate with staff over each improvement.
- C. Resources, adequate space, and appropriate staffing will be dedicated to this discipline service.
 - D. Effective communications, sharing of curricular resources, and reporting on progress will happen between teachers, parents, students and ISS staff.
 - E. Methods and practices to refer students to ISS will be created and improved. This will become embedded in school-wide practices to ensure consistency in referrals according to service standards. and data collection and analysis