

## Suspension Attachment

### **Procedure for the suspension of students in upper secondary school**

According to the Education Act (2010:800), Chapter 5, sections 17-21.

A. The principal or head teacher may decide to suspend a student completely or partially if any of the following criteria are met (§ 17):

1. the student acts in such a way that the safety of other students or staff is deemed to be threatened,
2. the student uses unauthorised aids or otherwise attempts to mislead in the assessment of the student's achievement of objectives and knowledge,
3. the student disrupts or hinders the conduct of the programme,
4. the student bullies or insults another student or person involved in the education programme,
5. the student can be assumed to have committed a criminal offence within the school area, or
6. the student's behaviour in any other way has a negative impact on other students' safety and study peace.

A prerequisite for suspension under points 3, 4, or 6 is that the purpose of other measures has not been achieved.

#### **Principal's decision on suspension**

- The headmaster's decision on suspension under Section 17 may not relate to suspension for more than two weeks during a term.
- The head teacher's decision is documented on a form available on the intranet (s.attachment 2).
- Before the head teacher makes a decision on suspension, the student and the student's guardian must be allowed to comment on the documentation prepared in the case.
- The head teacher must inform the chairman of the Board of Education and Head of Administration) when a decision on suspension has been made.
- If the student is under 18 years of age and the total time of the suspension during a term does not exceed two weeks, the Social Welfare Board shall be informed of the decision. The student and guardian will be informed that the case has been sent to the social administration.
- The head teacher must document all events that take place from the head teacher's decision to suspension.