POLICY

216.1 Supplemental Discipline Records

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216.1	7/23/2002	v1.2	DRAFT

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Authority

In accordance with law, the school district shall maintain required records concerning adjudicated students and transfer students disciplined for offenses involving weapons, alcohol, drugs and violence on school property, with access limited to personnel authorized by law and having a legitimate educational or safety interest.

Guidelines

Adjudicated Students

Through the juvenile probation department, the court shall report to school principals information concerning the adjudication of an enrolled student. Such reports shall include a description of delinquent acts committed by the student, disposition of the case, probation or treatment reports, prior delinquent history, the supervision plan, and any other information deemed necessary.

The building principal must share this information with the student's teachers and the principal of another school to which the student may transfer only as authorized by law and to the extent necessary for safety, supervision, services or educational planning.

Required reports concerning an adjudicated student shall be maintained separately from the student's official school record, secured against unauthorized access and retained or destroyed in accordance with district procedures.

Transfer Students

Upon registration and prior to admission to the school district, the parent, guardian or person having control or charge of the student shall provide a sworn statement or affirmation stating whether the student previously was or presently is suspended or expelled from any public or private school of the Commonwealth or any other state

for an offense involving weapons, alcohol or drugs; for the willful infliction of injury to another person; or for any act of violence committed on school property.

The statement shall include the dates of suspension or expulsion and the name of the school from which the student was suspended or expelled for these reasons.

Parents and guardians shall be informed that any willful false statements concerning this registration shall be a misdemeanor of the third degree. This registration statement shall be maintained as part of the student's disciplinary record.

When a student transfers to this district, a certified copy of the student's disciplinary record shall be obtained from the school from which the student is transferring. This record shall be maintained as part of the student's disciplinary record and shall be available for inspection as required by law and secured against unauthorized access.