

**Administrative Procedure 6020 R3**

***Student Suspension – Incidents Involving Possession or  
Use of Weapons***

**1. Definition**

A weapon shall be defined as an object or instrument used to fight, intimidate, destroy, defeat, physically injure, or jeopardize the safety of another person.

**2. Weapon Brought to School Inadvertently**

In the case of a student who inadvertently brings to school an instrument or object that could be considered to be a weapon, but who has not:

- 2.1 publicly informed other students of control or possession,
- 2.2 displayed the weapon, or
- 2.3 used the weapon in the school, on the way to or from school, at breaks or lunch, or at any school event on or off school premises,

the student must immediately hand over the weapon to an adult employee who will confiscate the object or instrument and transfer it to the appropriate administrative officer along with a report.

In these cases, the administrative officer shall take appropriate action to the situation and inform the student's parents or guardians about the matter as soon as possible. The administrative officer may then return the weapon to the parents or guardians.

**3. Use, Control or Possession of a Weapon**

Disciplinary action shall be taken against any student who has:

- 3.1 used an object or instrument in a manner described in the definition above;

- 3.2 publicly informed others of control or possession of the object or instrument;
- 3.3 displayed the object or instrument, or
- 3.4 intended, actually provided, supplied or sold the object or instrument to others.

Any school district employee is authorized to confiscate the object or instrument and, when so doing, shall report the incident to the appropriate administrative officer or their supervisor.

#### **4. Disciplinary Action**

Any use of a weapon should result in significant disciplinary action, including suspension and referral to the district office. In determining the level of disciplinary action to be taken, in cases where weapons are involved and not used, the administrative officer shall consider all the following:

- 4.1 the level of intent to injure, intimidate, threaten, jeopardize or cause other persons to have concern for their health, safety or well-being while at school or district sites, on school trips or at any school or function on or off premises;
- 4.2 the type of object or instrument that was used, controlled or in possession;
- 4.3 the type of object or instrument provided, supplied, or sold, along with the relevant circumstances;
- 4.4 the level or potential level of safety and well-being of others that was, or could have been, compromised;
- 4.5 the previous discipline record of the student(s) regarding bullying (including physical, emotional and verbal), disobedience, threats, fighting, and/or drug or alcohol use related to the above;
- 4.6 previously documented incidents involving the student's use, possession, supply or control of such objects or instruments in any school jurisdiction or community;
- 4.7 any extraordinary circumstances involved in the situation.

#### **5. Involvement of Police**

Nothing in this policy shall prevent the administrative officer from contacting and involving the police when it is deemed prudent or necessary.

## **6. General District Standard**

Given the individual circumstances and situations involved, it is not possible to have a uniform response. However, the Board of School Trustees desires a generally consistent approach in those situations where there is similarity of incidents. School-based administrative officers should consult with the superintendent or designate regarding possible similar previous incidents in other schools and the level of discipline imposed. The superintendent is responsible for ensuring that a general district approach is maintained.

## **7. Suspension to District Office**

After consideration of the factors in section three of this regulation, the administrative officer may determine that the situation warrants a suspension to the district office. In these cases, the suspension shall be referred to the superintendent of schools or, in case of the superintendent's absence from the district, the assistant superintendent of schools for a determination. Whenever possible, the administrative officer shall bring the confiscated weapon to the hearing.

## **8. Determination by Superintendent**

The superintendent may return the student to the school, lengthen the suspension, transfer the student to another school in the district, or make alternative arrangements including a requirement for participation in community-based counselling, community justice programs or involvement with community-based law enforcement agencies. The Board of Education shall be informed of such action in a special confidential meeting of the board.

In certain situations the superintendent may refer the matter to the Board of Education, with a recommendation of expulsion from any school or site or any district service.