

STUDENTS

Student disciplinary records are maintained in a separate file under the control and supervision of the school principal. Such records, e.g., teacher referrals, anecdotes, notes from disciplinary conferences, etc., will be destroyed at the end of each school year. The one exception is that suspension forms will remain in the file throughout the student's stay in a particular school. When the student leaves the school, or is promoted to another school, the suspension records will be destroyed.

Approved by the Superintendent: September 1, 1988

Revised by the Superintendent: February 6, 1990