

CLASSROOM REMOVAL OF DISRUPTIVE STUDENTS BY A TEACHER

- 1.0 **General.** To the extent authorized by Colorado law, a classroom teacher has the authority to remove a student who disrupts the educational environment of the classroom for the remainder of that class. Upon a third such removal from class, teachers are given authority to remove the student from class for the remainder of the term, so long as such removal is consistent with federal and state law and with District policy.
- 2.0 **Definitions.**
 - 2.1 “Classroom Removal” means the teacher’s exclusion of a student from the classroom for causing a disruption in the classroom through behavior that is initiated, willful and overt on the part of the student. Teachers may also exclude students from class without the incident being classified as a Classroom Removal (e.g. through a pre-existing building referral process).
 - 2.2 A “term” shall be the school or District identified grading period.
- 3.0 **Process.**
 - 3.1 The teacher shall meet with the student promptly following a disruptive incident which the teacher believes should be described as a classroom removal. The teacher shall describe the disruptive incident and why the teacher believes the student’s conduct was initiated, willful and overt. The student shall be allowed to respond verbally to the allegations.
 - 3.2 As soon as possible after a Classroom Removal of a student (and within 24 hours), the teacher shall complete the Classroom Removal Due Process Form (Exhibit A) and provide a copy to the Principal or designee. An incident shall not be considered a classroom removal unless this form has been completed and submitted consistent with these requirements.
 - 3.3 The Principal or designee shall have the power to overturn a teacher’s classroom removal decision if the Principal or designee determines that legal requirements for a removal are not present or if due process has not been afforded.
 - 3.4 The teacher initiating the disciplinary removal of a student from the classroom shall provide the Principal or designee with assignments and other course work to be completed by the student as make-up work for the period of removal, and the teacher shall contact the parent or legal guardian of the student as soon as possible after the removal to request the parent’s or legal guardian’s attendance at a student-teacher conference concerning the removal. The teacher shall notify the Principal or designee of the time and place of the meeting. The Principal or designee is encouraged to attend.
 - 3.5 The teacher may develop a discipline contract approved by the Principal or designee after a student’s first one-day removal from the classroom during any term and must develop a discipline contract approved by the Principal or designee after a student’s second one-day removal from the classroom during any term. See Discipline Contract for Classroom Removal, Exhibit B. The teacher and school administration shall make all reasonable efforts to ensure that the discipline contract is developed and approved before the student is scheduled to re-enter class. However, the student shall not be excluded from class pending completion of the discipline contract and sufficient time for implementation. As

- soon as possible, the teacher shall provide a copy of the discipline contract, as well as a copy of each revision thereto, to the student and the parent or legal guardian of the student. In order for a student to be removed from class due to a third Classroom Removal, an approved discipline contract, a copy of which has been provided to the student and parent/guardian, must have been in place and implemented prior to the class period during which the third event occurred. Removals by substitute teachers may be counted as documented Classroom Removals at the discretion of the Principal.
- 3.6 For any student removed from the classroom for the remainder of a term subject to this policy, the teacher responsible for the removal shall, in a timely fashion, and unless excused by the Principal, provide the Principal or designee with a lesson plan, assignments, other course work, quizzes and exams for the remainder of the term. The teacher must grade and return these assignments to the student within a reasonable time so as to allow the student to complete and receive credit for the course.
- 3.7 Classroom Removals shall not count as suspensions for purposes of declaring a student as “habitually disruptive” unless school administration takes the necessary steps under District Policies 5000 and 5090.
- 3.8 After a Classroom Removal has been imposed, a suspension or expulsion can also be imposed for the same behavior by the Principal or designee if warranted under District Policy 5000.
- 3.9 In general, any one-day disciplinary removal of a student with disabilities from the classroom will be permissible unless it constitutes a change of placement when considered in connection with any other suspensions and prior removals the student may have received during the school year. In general, a disciplinary removal of a student with disabilities from the classroom for the remainder of a term must be preceded by a determination made by the student’s IEP or §504 team that the student’s alleged conduct was not a manifestation of his or her disability.

LEGAL REFERENCE:
C.R.S. 22-32-109.1

CROSS REFERENCES:
Policy 5000
Policy 5090

Exhibit A
District Policy 4115

ADAMS 12 FIVE STAR SCHOOLS
CLASSROOM REMOVAL DUE PROCESS FORM

Student Name: _____ Date: _____

The following procedures were followed at _____ am/pm on _____ 20____
This is the 1st _____ 2nd _____ 3rd _____ Removal of this student from my class.

The student was informed of the conduct for which she/he was being removed from the classroom and given an opportunity to explain his/her position on the matter.
Teacher initials: _____

(Describe the student's statement.)

I have confirmed that the student does not have a disability under IDEA or §504.
Teacher initials: _____
The student does have a disability under IDEA or §504 but I have confirmed that the removal does not constitute a change of placement.
Teacher initials: _____

The parent(s) or legal guardian were contacted on _____ at _____ am/pm and a conference will be held on _____ at _____ am/pm. If this is the 2nd removal, a discipline contract must be attached to this form.

Teacher Signature: _____
Date: _____

Administrator Signature: _____
Date: _____

Exhibit B
District Policy 4115

ADAMS 12 FIVE STAR SCHOOLS
DISCIPLINE CONTRACT FOR CLASSROOM REMOVAL

The following contract has been developed in accordance with Policy 4115
Classroom Removal of Disruptive Students by a Teacher

Student Name: _____

Date: _____

This contract is being ____ (developed) ____ (revised) after the ____ (1st) ____ (2nd)
removal from class.

(Attach any Classroom Removal Due Process Forms and previous discipline contracts.)

Statement of desired behavior goals:

Student's action plan:

Student consequences for failure to meet the goal:

In accordance with Policy 4115 Classroom Removal of Disruptive Students from the Classroom and
C.R.S. 22-32-109.1, upon the third documented removal from the same class, the student will be
removed from the class for the remainder of the term.

Student Signature: _____

Date: _____

Administrator Signature: _____

Date: _____

Teacher Signature: _____

Date: _____

Parent Signature: _____

Date: _____