

POLICY: <u>MODIFIED SCHOOL DAY</u>		#	<u>718</u>
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APPROVAL/REVISION DATE: <u>May 13, 2019</u>	EFFECTIVE DATE: <u>May 14, 2019</u>	REVIEW DATE: <u>May 14, 2024</u>	
CROSS REFERENCE: PPM 145: Progressive Discipline and Promoting Positive Student Behaviour Policy 703: School Code of Conduct Policy 710: Student Relations Policy 724: Behaviour Support and Student Safety			

A: POLICY

1. Prior to considering a modified school day (partial exclusion), it is the expectation of the Thunder Bay Catholic District School Board that all efforts will be made to accommodate a student for a full instructional day and that throughout the process there will be on-going communication between the school and the parent(s) and/or guardian(s).
2. The Education Act under regulation 298 s. 3(1) states that all pupils of compulsory school age and all pupils in full day kindergarten must attend school each day for a minimum of five instructional hours. Despite subsection (1), a board may reduce the length of an instructional program on each school day to less than five hours for an exceptional pupil in a special education program (Education Act Regulation 298 s. 3 (3) and a principal can, subject to an appeal to the Board, refuse to admit a pupil to a school or classroom whose presence would, in the principal's judgment, be detrimental to the physical or mental well-being of the pupil or of his/her fellow pupils (Education Act, s. 265(m)).
3. If a student is not exceptional, but is of compulsory school age or in full day kindergarten, a modified school day (partial exclusion) may be determined to be in a student's best interest to transition gradually into a new classroom/school environment or as a result of a specific situation. In addition, a parent/guardian may request that a child be excused from school for a temporary period of time (Education Act Regulation 298, s. 23 (3)).
4. The decision to modify a student's school day needs the approval of the Family of Schools Superintendent and includes consultation with parent(s)/guardian(s).
5. This procedure represents a principal led plan that involves collaboration, consultation and planning with the parent(s)/guardian(s), Superintendent of Education, and school staff.

B: GUIDELINES

1. When a student is being considered for a modified school day, it is the expectation that the circumstances involving the student would be discussed at a case conference meeting involving the parent(s)/guardian(s), school principal and other possible school and/or Board staff. All necessary student plans will be reviewed and updated at the case conference meeting. Reasons for a modified school day would include, but are not limited to: student safety (self and others), transition planning and in some cases medically fragile students.
2. Once it is determined that a modified school day is an appropriate intervention, the school principal or designate will contact the Superintendent for approval and a transition plan for the student to return to full day instruction will be developed.

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3. The transition plan will include strategies and a timeline for the student's return to full day instruction and is to be completed prior to the Superintendent's approval of the modified school day.
4. Effort will be made to work in partnership with the parent(s)/guardian(s) to arrive at a mutually agreeable decision regarding the modified school day and transition plan. If the parent(s)/guardian(s) disagree with the school's decision and/or the transition plan, the principal or designate will direct them to the Superintendent who will attempt to resolve the situation. If the modified school day and transition plan is imposed without the parent(s)/guardian(s) agreement, the latter will be notified of their appeal right pursuant to s. 265 (m) of the Education Act.
5. Situations may arise that would result in a modified school day being implemented in a more expedient manner. This may include circumstances that compromise the learning environment and/or safety and well-being of the student or others despite appropriate reasonable interventions. In these cases, the steps outlined above would take place either at the same time or after a modification to the school day has been approved for that student. The decision regarding the student's programming in these instances would be made through communications with the school principal and/or designate, parent(s)/guardian(s) and the Superintendent.