



Withdrawal /Expulsion - Procedure

Withdrawal

The Director/Principal may withdraw a student from SEC for behavior or academic reasons.

Withdrawal Procedures

The Director/Principal shall:

- contact the parent/guardian the morning of the withdrawal
- Provide travel itinerary for this student's parents/guardians which will be a PM Departure time
- Within 48 hours of the withdrawal, the Director/Principal shall send the parents/guardians a letter confirming the reasons for withdrawal and if applicable any other relevant reports.

Expulsion

The Director/Principal may expel a student from SEC for behavior or academic reasons in consultation and affirmation with the Board Chair Person

Expulsion Procedures

- Contact the parent/guardian the morning of the expulsion
- Provide travel itinerary for this student's parents/guardians which will be a PM Departure time
- Within 48 hours of the expulsion, the Director/Principal shall send the parents/guardians a letter confirming the reasons for withdrawal and if applicable any other relevant reports
- All Board members will be notified of all expulsions

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