

The Offender Information Page: Disciplinary Action Taken and Days Suspended or Removed

	What To Do
☞	Enter the following information <i>only for offenders from the school reporting the incident</i> . If the offender is from another school, or is unknown, do not complete this information.
<i>Field</i>	
Removal or Suspension	Indicates that the student was removed from his/her education program. The suspension or removal of students with disabilities, regardless of the reason, must be reported if the removal or suspension is for one-half day or more and either in-school or out-of-school.
☞	<p>Days suspended or removed If the student was suspended or removed to another program or service, enter the number of days the student was suspended or removed, even when the suspension extends beyond the end of the school year.</p> <p>For example, if the student was removed for a full calendar year, enter 365.</p> <p>If the student was expelled, leave this field blank.</p>
<p>Disciplinary Action(s) Taken and Days Suspended or Removed</p> <p>Section A</p>	<p>In-School Suspension – Indicates that the student was removed from the school’s general or special education program and placed under the direct supervision of school personnel or in a program on school grounds. Note: For an in-school suspension of between 5,-10 days, the student must receive, at a minimum, academic instruction, and for an in-school suspension of more than 10 days, the student must receive educational services (both academic instruction and support services) comparable to those provided for students of similar grade and attainment.</p> <p>An error will occur if the student received an in-school suspension of 5 or more days and the field for Program/Service Provided is blank. Report the location of the program(s) or service(s) provided when the Program/Service is indicated.</p> <p>If the student receives an in-school suspension, report the number of days the student was suspended. Half-days may be reported, (e.g., 0.5, 2.5).</p> <p>Out-of-School Suspension – Indicates that the student was removed from the school’s general or special education program, without being placed in a program or receiving a service (for up to 4 days), or that the student was placed in a program or received a service in a location other than school grounds. Note: For an out-of-school suspension of between 5-10 days, the student must receive, at a minimum, academic instruction, and for an out-of-school suspension of more than 10 days, the student must receive educational services (both academic instruction and support services) comparable to those provided for students of similar grade and attainment.</p> <p>An error will occur if the student received an out-of-school suspension of 5 or more days and the field for Program/Service Provided is blank. Report the location of the program(s) or service(s) provided when the Program/Service is indicated.</p> <p>If the student receives an out-of-school suspension, report the number of days the student was suspended. Half-days may be reported, (e.g., 0.5, 2.5).</p> <p>Report the services provided. An error will occur if the student received an out-of-school suspension of 5 or more days and the field for Educational Program is blank.</p> <p>Report the location of the services.</p> <p>Expulsion – Indicates that the district discontinued all educational services or discontinued payment for all educational services for the student, which means that the student was not placed or recommended for placement in a program or service provided by the district or other agency.</p>

<p>Disciplinary Action(s) Taken and Days Suspended or Removed</p> <p>Section B</p>	<p>Unilateral Removal (Students with Disabilities Only) – Indicates that the student has been removed by school officials (NOT THE IEP TEAM and NOT AN ADMINISTRATIVE LAW JUDGE) to an interim alternative education setting for not more than 45 days for incidents involving weapons, drugs or serious bodily injury, as those terms are defined by the Individuals with Disabilities Education Act (IDEA). (See note below.)</p> <p>For purposes of the Unilateral Removal of students with disabilities, the following definitions of weapon, drug, and serious bodily injury apply.</p> <p>“Weapon” means a weapon, device, instrument, material, or substance, animate or inanimate, that is used for, or is readily capable of, causing death or serious bodily injury, except that such term does not include a pocket knife with a blade of less than 2 1/2 inches in length. 18 U.S.C. Section 930(g)(2). If the weapon does not meet this definition for weapon, the student may be removed through the IEP team process or by order of an administrative law judge. The removal should be reported accordingly but Unilateral Removal should not be selected.</p> <p>“Drug” means a controlled substance according to 34 C.F.R. Part B Section 300.530(i)(1) or an illegal drug according to 34 C.F.R. Part B Section 300.530(i)(2). If the drug does not meet these definitions, the student may be removed through the IEP team process or by order of an administrative law judge for other applicable behavioral violations. The removal should be reported accordingly but unilateral removal should not be selected.</p> <p>“Serious bodily injury” means bodily injury that involves: 1) a substantial risk of death, 2) extreme physical pain, 3) protracted and obvious disfigurement, or 4) protracted loss or impairment of the function of a bodily member, organ, or mental faculty. 18 U.S.C. Section 1365(h)3. If the injury does not meet the definition for serious bodily injury, the student may be removed through the IEP team process or by order of an administrative law judge. The removal should be reported accordingly but unilateral removal should not be selected.</p> <p>If Unilateral Removal is selected due to drugs or weapons, an error will occur if a weapon or drug that meets the definition above is not selected on the Incident Information page. If Unilateral Removal is selected due to serious bodily injury, an error will occur if the answer to the question on the Offender Information Page regarding serious bodily injury for students with disabilities is blank or “No” is selected.</p> <p>Removal by an Administrative Law Judge (ALJ) Students with disabilities only: Check only if an administrative law judge from the Office of Administrative Law has removed a student with a disability to an interim alternative educational setting because there was a likelihood that continued placement in the current educational setting would result in injury to the student or other students. In the <i>program/services provided</i> field, indicate the education placement ordered by the administrative law judge.</p>
<p>Disciplinary Action(s) Taken, Days Suspended or Removed</p> <p>Section C</p>	<p>None – No disciplinary action was taken.</p> <p>Detention – Indicates that the student was detained, withheld or otherwise required to attend school beyond the normal hours of school operation.</p> <p>Suspension of Privileges – Indicates</p> <p>Other – Indicates that a consequence was imposed on a student, other than an expulsion, in-school suspension, out-of-school suspension or detention.</p>

<p>Programs/ Services Provided Upon Disciplinary Action</p>	<p>None – Indicates that the student was not placed in another program or did not receive other services.</p> <p>Assignment(s) – Indicates that the student was given only schoolwork to complete, and was not provided with academic instruction or educational support services.</p> <p>Academic Instruction (only) – Indicates the student received only academic instruction that addressed the Core Curriculum Content Standards, and did not receive other educational services.</p> <p>Support Services (only) – Indicates that the student received only educational support services (e.g., assessment, counseling, referral), and did not receive academic instruction addressing the Core Curriculum Content Standards.</p> <p>Educational Program (Academic Instruction and Support Services) – Indicates that the student received both academic instruction that addressed the Core Curriculum Content Standards, and educational support services (e.g., assessment, counseling, referral).</p>
<p>Location of Programs / Services</p>	<p>In-School Setting - Indicates the program or service was provided in the school where the student would normally receive instruction.</p> <p>In-District Alternative Education Program – Indicates that the student was removed from the school’s general or special education program and placed in an alternative education program (as defined by N.J.A.C. 6A:16) that was operated by the school district in one of its schools (with its own department-issued school code) and approved by the district board of education .</p> <p>Other In-District Setting – Indicates that the student was removed from the school’s general or special education program and placed in another in-district setting, excluding an in-district alternative education program.</p> <p>Out-of-District Alternative Education Program – Indicates that the student was removed from the school’s general or special education program and placed in either an alternative education program (as defined by N.J.A.C. 6A:16) that was operated by an agency other than the school district and approved by the Department of Education, or an alternative education program operated by another school district in one of its schools (with its own department-issued school code) and approved by the operating district’s board of education.</p> <p>Home - Indicates that the student was removed from the school’s general or special education program and provided with home instruction or a program/service (see above) at home.</p> <p>Other Out-of-District Setting – Indicates that the student was removed from the school’s general or special education program and placed in an out-of-district setting, excluding home instruction or an out-of-district alternative education program.</p>