

REGULATION

WEAPONS AND DANGEROUS INSTRUMENTS

In the event of an incident involving weapons and/or dangerous instruments, the following procedures will be used:

1. In the case of a staff member finding an object that is thought to be a weapon or dangerous instrument on the person, within the personal possessions, or in the locker of a student.
 - a. The staff member should immediately report the incident to the Building Principal or Assistant Principal. In the absence of any building officials, immediately report the incident to the Superintendent's Office.
 - b. The staff member should not attempt to touch the object or disturb its location.
 - c. If school authorities are not present in the vicinity of the incident, the staff member should immediately contact the local law enforcement agency.

2. In the case of a building administrator finding an object that is thought to be a weapon or dangerous instrument on the person, within the personal possessions, or in the locker of a student.
 - a. The administrator must determine if the object is, in fact, a weapon or dangerous instrument that, in fact, could harm the safety, health and welfare of a student or could be used to do the same.
 - b. If the administrator deems the object to be a weapon or dangerous instrument, he/she must immediately report the incident to the local law enforcement agency.
 - c. The building administrator must confiscate the weapon or dangerous instrument, if such action does not imperil his/her safety, health and welfare.

WEAPONS AND DANGEROUS INSTRUMENTS (continued)

- d. If the action indicated in "c" could harm the safety, health and welfare of the building administrator, confiscation of the weapon or dangerous instrument should be left up to the law enforcement agency.
- e. The building administrator should notify the Superintendent of Schools of the incident.
- f. The building principal should notify the parent or guardian of the effected student.
- g. The building principal shall hold a due process hearing with the student in the presence of his/her parents or guardian within three school days of the original incident.
- h. The building principal will immediately refer the involved student to the Child Study Team.
- i. While the Child Study Team is evaluating the student, the student will be placed on homebound instruction for the duration of the evaluation.

3. Disciplinary Action

- a. In all cases involving students possessing weapons and/or dangerous instruments, the effected student (s) should be placed on indefinite suspension, in the care of a responsible parent or guardian, provided with homebound instruction and be evaluated by the Child Study Team, pending a hearing before the Board of Education.
- b. The Board of Education hearing should take place as soon as the Child Study Team evaluation is completed.
- c. If a Board of Education hearing is warranted, the Superintendent of Schools shall notify the effected student's parent(s) or guardian(s) by sending them a "Notice of Possible Expulsion". (See attached.)
- d. The Board of Education hearing should result in one or more of the following conclusions:

WEAPONS AND DANGEROUS INSTRUMENTS (continued)

- (1) The student will be suspended from school for a determined period of time, in the care of a responsible parent or guardian. At no time during this suspension is the student permitted on school property. Failure to comply with the results of this suspension will automatically lead to the filing of formal charges against the student.
- (2) The student will be formally charged by the Board of Education which could result in a court hearing.
- (3) The student could be expelled from school, per N.J.S.A. 18A:37-2.
- (4) The student may be excluded for a period of time to be determined by the Board, which may or may not include an alternative placement.

PENNSVILLE TOWNSHIP BOARD OF EDUCATION
30 CHURCH STREET
PENNSVILLE, NJ 08070
(609) 540-6200
FAX: (609) 678-7565

Dear Mr. and Mrs.

RE: (Name of Student) - IN RE: NOTICE OF POSSIBLE EXPULSION

Please be advised that on (date) at (time) or as soon thereafter as this matter may be heard, the Pennsville Township Board of Education will conduct a closed disciplinary hearing at the District Offices, 30 Church Street, Pennsville, NJ.

The specifications of the charges are as follows: (Detail account of the charges.)

You and (name of student) and counsel, if you desire, may attend at said time and place to present (his/her) own version of the incident regarding the specifications of the charges, to present witnesses, to confront (his/her) accuser(s), and to cross examine witnesses who may appear against (him/her); possible witness include (detail witnesses). You, your son/daughter, and/or your counsel have the right to examine any and all documents related to this matter.

WEAPONS AND DANGEROUS INSTRUMENTS (continued)

Please notify the Pennsville Board of Education as to whether or not you plan to be present at the hearing, by contacting the Board Secretary at (609) 540-6200.

You will also find attached a copy of the Pennsville Board of Education Policy 5144 regarding Student Discipline. The policy sets forth your legal rights in this hearing and should be reviewed by you in detail.

Please be advised that expulsion is a possible action and according to N.J.A.C. 6:28-3.4, before a non-educationally disabled pupil can be considered for expulsion, the Board of Education should obtain consent from the parent or adult pupil for a Child Study Team evaluation. (Name), Supervisor of Special Services, will be contacting you regarding the Child Study Team evaluation process.

In the interim, prior to the Board of Education hearing, home instruction will be provided. Please contact (Name), Principal at (telephone #) to make these arrangements.

If you have any questions regarding the foregoing, please contact me at (609) 540-6200.

Very truly yours,

Superintendent of Schools

c: (Name) Board Secretary
(Name) Principal
(Name) Solicitor
(Name) Child Study Team Office

Attachments