

# **Due Process Rights**

## **Policies and Procedures**

It is the policy of the Board of Education to adhere to the basic tenets when carrying out the procedures for due process. Furthermore, the Board and the education staff employed by the Board will comply with the legal elements of due process, which include procedural due process and substantive due process. With regard to procedural due process, the student should:

1. Be informed of the rules and regulations applicable to them;
2. Receive adequate notice of any charges that they have violated those rules and regulations;
3. Be given an appropriate opportunity to be heard on any disciplinary matter.
4. Be given written notice of intent to suspend, including the reasons for suspension

With regard to substantive due process, the rules and regulations adopted by the Board should be reasonably related to the legitimate purpose and function of the school system. The Board requires principals (or their designees) to familiarize their staffs with the basic tenets of due process and provide them with a copy of the Discipline Code Book.