

3.23.3P

CAMPUS LABORATORY SCHOOL SUSPENSION AND TERMINATION OF SERVICES

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The Program Supervisor may suspend or terminate child care services to a family for any of the following reasons:

1. The program is unable to meet the physical, social or emotional needs of the child.
2. The student-parent fails to meet applicable academic progress requirements.
3. The student-parent fails to meet the contractual agreement or other program requirements as outlined in the Parent Handbook.
4. The child's record shows excessive tardiness or unexcused absences as outlined in the Parent Handbook.
5. The student parent(s) exhibit inappropriate behavior as outlined in the Parent Handbook and/or the College Student Conduct Code in the College Catalog.

The District reserves the right to impose immediate suspension of child services if such immediate suspension is in the best interest of the program and/or child.

In the event of suspension or termination, subsidized parents may request a local hearing provided that request is received within 19 calendar days from the date of the Notice of Action. The termination shall be suspended until the review process is completed unless the reason for the action is to protect the safety, health, or welfare of agency personnel and/or the children under their supervision.

In addition to the family member or authorized representative, only persons directly affected by the hearing are allowed to attend. Within ten calendar days following the receipt of the family's request for a hearing, the district shall notify the family of the time and place of the hearing. During this hearing, the Director, Early Childhood Education shall serve as the "hearing officer." The hearing officer shall review all relevant documents, hear the matter and independently make a decision on the disputed issues. During the hearing, the hearing officer will explain to the family or its representative the basis for the agency's action. The family or its representative will be given an opportunity to explain the reason they believe the center's decision is incorrect. After reviewing and hearing officer shall write a decision letter.

Following the local hearing, the parent has the right to appeal the decision to the Child Development Division, California Department of Education within 14 days from the date they receive the decision of the local hearing.