

<b>POLICY TITLE</b>	<b>Involuntary Health and Safety Withdrawal</b>
<b>POLICY NUMBER</b>	E-2.10
<b>APPROVAL DATE</b>	February 2017
<b>APPROVAL BODY</b>	Education Council
<b>REPLACES (IF APPLICABLE)</b>	E-2.10 Involuntary Health and Safety Leave of Absence
<b>LAST UPDATE OR AMENDMENT OR REVIEW DATE</b>	January 22, 2025
<b>NEXT REVIEW DATE</b>	2030
<b>HOLDER</b>	Provost and VP Education & Innovation
<b>RESPONSIBLE OPERATIONAL LEADER</b>	Director, Student Affairs
<b>SUPPORTING DOCUMENTS</b>	<a href="#">E-2.10.1 Involuntary Health and Withdrawal Procedure</a> <a href="#">E-2.10.2 Involuntary Health and Safety Withdrawal Appeals Form</a>

## INVOLUNTARY HEALTH AND SAFETY WITHDRAWAL

### PURPOSE

This policy enables Camosun College (the “College”) to institute an Involuntary Withdrawal when a student exhibits concerning behaviour that prevents or limits their ability to function safely within the College community.

This policy provides for an Involuntary Withdrawal to be the final option after all other policies and processes, supports, concessions, academic accommodations, and withdrawal opportunities have been assessed.

### POLICY APPLICATION, SCOPE, AND LIMITS

This policy is applicable to all Camosun College students currently enrolled in a College course or program.

If a student who is also an employee exhibits potentially harmful behaviors, such concerns should be reported to Human Resources.

### DEFINITIONS

- 1. Behaviour of Concern:** Behaviour of Concern is any type of behaviour (either direct or indirect, in person or online, in physical, verbal, or written form) that impedes the ability of a student to be a safe and contributing member of the College community.
- 2. Involuntary Withdrawal:** The withdrawal of the student from the College, which includes removal from all classes (in-person and online) and loss of the right to be on campus and to participate in services and activities. An Involuntary Withdrawal does not constitute an

expulsion or suspension from the College. The length of the Involuntary Withdrawal depends on the student's individual circumstances.

- 3. Risk Assessment:** A process of gathering and evaluating information from multiple, appropriate sources to understand, review, and assess the situation, the current level of risk to the student and other members of the community, and to determine the appropriate intervention to ensure the safety of students and the rest of the College community.
- 4. Transition Plan:** A plan that assesses and supports the student of concern. The plan communicates to the student, in a context-appropriate manner, all elements surrounding an Involuntary Withdrawal decision, including but not limited to:
  - Identification of the behaviour(s) or circumstance(s) leading to consideration of Involuntary Withdrawal;
  - A summary of the procedures engaged in to reach the decision to require an Involuntarily withdrawal;
  - Decision making criteria employed by the College in reaching the decision;
  - Relevant and appropriate timelines of events, meetings, and communications;
  - Recommendations for supportive resources; and
  - A detailed description of re-entry requirements and/or a re-entry plan, if applicable.

## PRINCIPLES

1. Camosun College is committed to providing and nurturing a safe and supportive environment for all students.
2. The College recognizes that a student may experience psychological or emotional health issues resulting in behaviours which negatively impact their ability to achieve their academic goals and to be part of a learning community.
3. The College is committed to providing the necessary supports and implementing reasonable academic accommodations to enable a student who is experiencing challenges to continue their studies.
4. The Involuntary Health and Safety Withdrawal policy and procedure is utilized under specific and extenuating circumstances when it is neither possible nor appropriate to address a student's behaviour through other College policies and processes.
5. The College recognizes that a student going through a process under the Involuntary Health and Safety Withdrawal Policy may experience distress. The student has the right to access a support person to help them navigate this policy and associated procedure.
6. Camosun College will work collaboratively with appropriate and relevant partners to determine a plan that enables the student to explore options for re-entry into the College after a withdrawal. The college also recognizes that the student is also a partner and will work with them, to the extent possible and appropriate, to create the Transition Plan.

7. The College recognizes that decisions made under this policy will be impactful to the student and commits to due process, diligence, and an ethic of care. Camosun College strives to communicate the process and decisions to the student clearly and timely.
8. An Involuntary Withdrawal does not constitute an academic suspension from the College. The length of the Involuntary Withdrawal will be dependent upon the individual circumstances of the student. If a student is withdrawn from the College under this policy, they will be unenrolled in all classes. A tuition and fee refund for the current term may be granted in consideration of relevant circumstances.
9. Students have the right to appeal the College's decision of an Involuntary Withdrawal. If a student appeals the College's decision to place them on an Involuntary Withdrawal, the student will only be allowed to return to the College if the involuntary withdrawal decision is overturned or if the return is in accordance with the terms of the Transition Plan.

## **CONFIDENTIALITY AND MANAGEMENT OF INFORMATION**

All information collected, used, and disclosed under this policy will comply with the requirements of the [Freedom of Information and Protection of Privacy Act](#) and any other applicable legislation.

Under specific extenuating instances, due to safety and security of the student and/or the community, the College may not be able to guarantee confidentiality. Circumstances that may require the College to disclose student personal information include but are not limited to:

- When an individual is identified as being at imminent risk of harming themselves and/or others;
- When there are reasonable grounds to believe that members of the College community or wider community may be at risk of harm;
- When notification and/or action is required by law, or other College policies.

Personal information about a student under this policy will only be shared with the student's consent, with those who are in a position to support the student or without the student's consent when a health and safety concern requires disclosure of relevant information with specific individuals.

## **LINKS TO RELATED CAMOSUN POLICIES**

- [E-2.5 Student Misconduct Policy](#)
- [E-2.2 Course Withdrawals Policy](#)
- [E-2.8 Medical/Compassionate Withdrawals Policy](#)
- [O-6.1 Protection of Privacy Policy](#)
- [O-6.2 Record Management Policy](#)

## **RELATED LEGISLATED REFERENCES**

- [Freedom of Information and Protection of Privacy Act](#)