



California Association of Peer Supporters (CAPS) Academy Training Policies and Procedures

Policy	October 2023
Student Dismissal- Disruptive conduct of the student	

PURPOSE: To ensure that the California Association of Peer Supporters (CAPS) Academy encourages the use of healthy, non-disruptive activities to promote an emotionally healthy learning environment and student’s well-being. All parties agree to follow the policies outlined below while participating in the CAPS Academy.

POLICY: CAPS does not condone the disruption of the learning community, that may cause repetitive and ongoing distractions to students and their education or conduct that otherwise interferes with the ability of the instructor to teach effectively. Students are required to cooperate with the instructor by listening attentively, following all instructions promptly, and responding appropriately when called upon. A student's noncompliance may, in turn, distract others either by modeling ineffective in-class engagement or by diverting the class from the lesson to the student's disruptive behavior.

CAPS Faculty shall have the authority to remove a student from CAPS Academy whenever the student substantially disrupts the educational process or substantially interferes with the instructor’s management over the classroom. “Substantially disruptive” shall mean that the course of instruction must be discontinued more than momentarily such that it breaks the continuity of the lesson to address the disruptive conduct or questions of the student. “Substantially interferes” with the instructor’s management of the classroom shall mean that the student has demonstrated the following in the presence of the class by way of example and without limitation, this disruptive behavior includes:

- Repeated or extreme inappropriate verbal conduct likely to disrupt the educational environment, particularly when others are talking (e.g., lecture by instructor, response by other student, presentation by visitor)
- Repeatedly taking the class “off-topic” and not adhering to the instructor’s redirection
- Open subversion of the instructor, manifest in words, gestures or other overt behavior
- Open disrespect of the instructor, manifest in words, gestures or other overt behavior: or other behavior likely or intended to sabotage or undermine classroom instruction

To implement this philosophy, CAPS Academy will uphold the following standards:

Once CAPS Faculty determines that the student has been substantially disruptive or substantially interferes with the instructor's management over the classroom:

This behavior may result in the immediate dismissal of the student from further participation.

CAPS Faculty shall inform the student of the basis for the removal and allow the student to informally present their version of the relevant events before the student is removed.

Upon request, the student must be given an opportunity for an informal conference with The Director of Training Institute and CAPS Faculty to discuss the reasons for removal.

Determination on whether to support the removal of the student shall be made by the close of business on the day succeeding the 48-hour period of the informal removal conference.

An appeal brought by the student of their removal decision must be presented to the Director of Training Institute prior to any further appeal.