Washington County School District
121 West Tabernacle Street
Saint George, Utah 84770
435-673-3553

Administrative Letter A166

Temporary Discipline Transfer (TDT)

WCSD Temporary Discipline Transfer - Approved September 2023, Updated February 2026

Temporary Discipline Transfer (TDT)

TDT Procedures/Guidelines for School Administrators *(reference Policy 2110; 4.2, 4.22, 4.4)*

1. Long-term suspension and TDT's need prior approval from the Superintendent or designee, which may be the Director of Student Services.

   This includes:

   a. Thorough investigation of the situation, to include any charges that were filed.

   b. Verbal conference of the situation.

   c. Preview of the written notification to parents (prior to sending the letter to the parents).

2. Typical Safe School violations which result in TDT's:

   a. Possession/use of illegal drugs to include but not limited to marijuana.

   b. Assault, acts of school violence, bullying, hazing, sexual or racial harassment.

   c. Possession/use of an actual or look-alike weapon.

   d. Intentionally making a false report of an emergency at school (see Policy 2110, section 4.2.2.9).

3. Duration of TDT's: TDT's are to be written in such a manner to provide clear directives regarding the student's time out of school. They must include:

   a. Options for educational services while being removed from the school, such as online, focus center, homebound, or in-school focus center.

b. Depending on the severity of the offense and in consultation with the Superintendent's designee, students may

be TDTed for up to one school year. A duration of the rest of the current quarter, plus one more quarter is more

commonly used. Schools may work with students to return early if they meet specified criteria.

c. If a student is in possession of THC, drug paraphernalia, or imitation of a controlled substance:

• First Violation - The student shall be subject to a temporary disciplinary transfer (TDT) to an alernative educational

setting for up to 30 days.

• Second or Subsequent Violation - The student shall be subject to a temporary disciplinary transfer (TDT) to an

alternative educational setting for up to 90 days.