

NOTICE OF SUSPENSION

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_  
Name of Parent or Guardian

\_\_\_\_\_  
Address

Dear \_\_\_\_\_:

You are hereby advised that \_\_\_\_\_ has been suspended pursuant to Board policy. The reason(s) for the suspension is (are) as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You have the right to appeal this decision to the Board of Education or its designee to be granted a hearing before the Board or its designee in order to be heard against the suspension and to be represented in the appeal proceeding by a representative of your choosing. You have the right to request the hearing, if it is before the Board, to be held in executive session. Please contact the \_\_\_\_\_ by letter at your earliest convenience if you intend to pursue an appeal, so that a hearing time and place can be scheduled. You have \_\_\_\_\_ school days from the receipt of this notice in which to file an appeal. (See Item B below)

Students placed on a suspension are not permitted involvement in or attendance at extra-curricular activities and will receive an unapproved absence for suspended days.

**Option #1**

The Superintendent may seek the student's permanent exclusion if the suspension was based on a violation listed in R.C. 3313.662(A) that was committed when the student was sixteen (16) years of age or older and if the student is convicted of or adjudicated a delinquent child for that violation.

**Option #2**

If the student's suspension is based on a violation listed (marked) below which the student committed when s/he was sixteen (16) years of age or older and the violation would have been a criminal offense if committed by an adult, the Superintendent may seek to permanently exclude the student from attending any of the public schools of this State if the student is convicted of, or adjudicated a delinquent child for that violation.

\_\_\_\_\_ knowingly conveying or attempting to convey or possessing any deadly weapon or dangerous ordnance onto any property owned or controlled by, or to any activity held under the auspices of a board of education of a city, local, exempted village, or joint vocational school district

\_\_\_\_\_ carrying concealed weapons

- \_\_\_\_\_ selling or offering to sell a controlled substance
- \_\_\_\_\_ possession of a controlled substance
- \_\_\_\_\_ aggravated murder; murder; voluntary manslaughter; involuntary manslaughter
- \_\_\_\_\_ felonious assault; aggravated assault
- \_\_\_\_\_ rape; gross sexual imposition; felonious sexual penetration

The suspension information details follow:

- A. Out of school suspension for \_\_\_\_\_ day(s) to include \_\_\_\_\_ . Your child is not permitted on school grounds or at school functions during this time period. Parents will assume total responsibility for the conduct and behavior of their child during this period of suspension.
- B.
  - ( ) Your child will be allowed to make up the missed school work providing the assignments are completed by the time s/he returns to school from the suspension.
  - ( ) Your child will not be allowed to make up missed school work.
  - ( ) Your child will receive credit for work that is completed properly.
  - ( ) Your child will not receive credit for the completed work.

If you have any questions regarding the above, please feel free to contact me.

\_\_\_\_\_  
Principal

Enc: Administrative Guideline 5610

4/04