

Coachella Valley Unified School District Teacher's Notice of Pupil Suspension

School Name: _____ Phone #: _____

To: Principal and Parent

Pursuant to Section 48900 of the Education Code, _____
Name of Pupil Grade

Has been suspended from _____ on _____
Name of Class Period Date/Time of Suspension

Because _____

***Other means of correction have failed

Pupil suspension is only from the class stated above and not from the school. Attendance by the pupil is required at all other classes during the period of suspension.

The period of suspension is for:

- ____ 1. The remainder of the day or period on which the suspension occurred.
- ____ 2. The remainder of the day or period on which the suspension occurred and the school day following.

You are hereby requested to attend a parent-teacher conference regarding the suspension of your child at _____
Time

On _____ at _____
Date Location

Note: (Parent-Teacher Conference must be requested on all suspensions by teachers. (Education Code Section 48910) If another time is more convenient, please telephone the undersigned teacher to arrange a meeting as soon as possible.

Dated: _____
Signature of Teacher

Detach and return to: Principal (Only if you wish to have an administrator present at the parent-teacher conference)

Parent Request for Attendance by Administrator at Suspension Conference

Pursuant to Section 48910 of the Education Code, the undersigned parent of _____
Name of Pupil

Hereby requests that a school administrator shall attend the Parent-Teacher Conference regarding the _____
Date

Suspension from class by _____
Name of Teacher

Dated: _____
Signature of Parent

Copies	-Parent
	-Received by Student
	-School Use
	-Student Cum Record

***Note: A student may not be suspended for violation of Education Code 48900 (k) in grades K-3.**