

LETTER ADVISING OF DECISION OF SUSPENSION APPEAL COMMITTEE

(to be sent on Board letterhead)

Dear:

Please be advised that the Board's Committee appointed to hear the suspension appeal of *[NAME OF STUDENT]* has determined, after consideration of the evidence presented, the submissions made at the hearing on [date], and the mitigating and other factors outlined in the Regulations, to:

- 1) uphold the _____ day suspension;
- 2) uphold the suspension but shorten the duration of the suspension to _____ days and order that the record of the suspension be amended accordingly;
- 3) quash the suspension and hereby order that the record of the suspension be expunged.

[IF SUSPENSION IS UPHELD] The reason for the decision is that *[NAME OF STUDENT]* has been found by the Board's Committee to have *[SET OUT THE ACTIVITY WHICH THE STUDENT ENGAGED IN]*.

Yours truly,

[Chair of the Expulsion Committee]

cc: Principal