



NOTICE OF SHORT-TERM SUSPENSION FINDING

DATE: _____

TO: _____

Dear Parent/Guardian:

After hearing on _____, I have determined that there is sufficient and credible evidence to determine that your child, _____ did violate the SICS Student Code of Conduct for the offense _____.

I have based my decision on the following facts and information and any mitigating circumstances:

- _____
- _____

As a result, I have decided that a short-term suspension is warranted. Pursuant to the Massachusetts Student Discipline regulations, 603 CMR 53.02, a "short-term suspension" is defined as "removal of a student from the school premises and regular classroom activities for ten (10) consecutive school days or less." **During the suspension, the student may not be on school property or attend school events or activities.**

Accordingly, _____ will be suspended for _____ school days. The suspension will begin on _____ and end on _____, 2024. During this period of suspension the student has the opportunity to make-up assignments or other schoolwork as needed to maintain his/her academic standing and progress.

There is no appeal to the Superintendent for a short-term suspension of less than 10 days. A student who has been suspended or expelled from school for more than 10 school days for a single infraction or for more than 10 school days cumulatively for multiple infractions in any school year shall have the right to appeal the suspension or expulsion to the superintendent. The student or a parent or guardian of the student shall notify the superintendent in writing of a request for an appeal not later than 5 calendar days following the effective date of the suspension or expulsion; provided, that a student and a parent or guardian of the student may request, and if so requested, shall be granted an extension of up to 7 calendar days. The superintendent or a designee shall hold a hearing with the student and the parent or guardian of the student within 3 school days of the student's request for an appeal; provided that a student or a parent or guardian of the student may request and, if so requested, shall be granted an extension of up to 7



calendar days; provided further, that the superintendent, or a designee, may proceed with a hearing without a parent or guardian of the student if the superintendent, or a designee, makes a good faith effort to include the parent or guardian. At the hearing, the student shall have the right to present oral and written testimony, cross-examine witnesses and shall have the right to counsel. The superintendent shall render a decision on the appeal in writing within 5 calendar days of the hearing. That decision shall be the final decision of the school district with regard to the suspension or expulsion.

If you have any questions about access academic opportunities during this short-term suspension please contact _____.

Sincerely,

School Principal