

# OTTAWA-GLANDORF SCHOOLS

Form 5610 F4

## NOTICE OF INTENT TO SUSPEND SCHOOL BUS / VAN

STUDENT DATA

Date \_\_\_\_\_

Student's Name \_\_\_\_\_

School Building \_\_\_\_\_ Grade \_\_\_\_\_

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

Address \_\_\_\_\_

VIOLATION NOTIFICATION

Dear \_\_\_\_\_

You are hereby advised that it is my intent to suspend you from the school bus/van. The reason(s) for the suspension (is) (are) as follows:

**Violation of the Student Code of Conduct Rule(s) #** \_\_\_\_\_

\_\_\_\_\_

The bus suspension will be for \_\_\_\_\_ school day(s), effective \_\_\_\_\_.

School bus/van privileges will resume on \_\_\_\_\_.

*(This includes transportation to/from curricular and extra-curricular activities both during and after school hours.)*

This is your opportunity for an informal hearing. You may ask questions, challenge the reason(s) for the school bus/van suspension, and/or otherwise explain your actions.

Date \_\_\_\_\_

School Administrator's Signature \_\_\_\_\_

SIGNATURES

I hereby acknowledge receipt of this notice of intent to suspend and that I have had the right to an informal hearing in order to explain what did or did not happen.

Date \_\_\_\_\_

Student's Signature \_\_\_\_\_

cc: Superintendent, Treasurer

*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.*