Teacher's Notice of Pupil Suspension

Pursuant to California Educational Co	de 48900,		
Name of Studen	nt	=	
has been suspended from		. perio	od
has been suspended from	of Class	, P••••	Period
on		because:	
Date/Time of Sus	spension		
***Other means of correction have l	been tried have failed	l to bring about	proper conduct.
Pupil suspension is only from the class required at all other classes during the		from the school.	Attendance by the pupil is
The period of suspension is for:			
☐ The remainder of the day or pe	eriod on which the sus	spension occurred	1.
☐ The remainder of the day or poschool day.	eriod on which the sus	spension occurred	l and the following
You are hereby requested to attend a pa	arent-teacher conferen	ce regarding the	suspension of your child on
at	in		
Date Time	e = = = = = = = = = = = = = = = = = = =	Location	
NOTE: (Parent-Teacher Conference must b	oe requested on all suspen.	sions by teachers. *1	Education Code Section 48910)
If another time is move convenient, p soon as possible.	lease telephone the un	dersigned teache	r to arrange a meeting as
Teacher Signature	Date		Phone number

Copy To: Site Administrator

The following chart is only for quick reference when a teacher believes a student should be suspended from their classroom per local district board policy and sections of the Education Code.

QUICK REFERENCE CHART SUSPENSION BY A TEACHER

Pupil commits act (s) enumerated in Education Code Section 48900.



Teacher may suspend for day of suspension and day following from only that teacher's class period after exhausting all correctable remedies.



Teacher immediately reports to and sends pupil to principal or Designee.



Teacher asks parent to attend parent-teacher conference, which may, whenever feasible, also be attended by a school counselor, psychologist, or administrator per request.



Teacher and principal MUST concur in any decision to return the pupil to the class from which suspended during the period of the suspension.



Teacher MAY require the pupil's parents or guardian to attend the pupil's class pursuant to Education Code section 48900.1



Student may not be placed in another regular class during period of suspension.