

STUDENTS

Student Weapons Violation Appeal

DATE: _____

STUDENT NAME: _____ GRADE: _____

ADDRESS: _____ PHONE: _____

SCHOOL: _____ BIRTHDATE: _____

Do you need a translator to be present at the hearing? ____ YES ____ NO.
If yes, please specify language _____.

Students appealing a disciplinary decision for a weapons violation must respond in writing to the following questions. You may attach additional paper to answer these questions. This response must be received within the timeline indicated in the letter.

- 1. Admit or deny that you had a weapon or an object used as a weapon.
 - YES, I had a weapon or an object used as a weapon.
 - NO, I did not have possession of a weapon or an object used as a weapon.

2. **Student Interpretation of the Facts**

If you admit violation of the weapons policy, you will be expelled unless the Board finds such extreme and abnormal circumstances that an exception to its policy is justified. If you deny you had a weapon, your account must clearly establish that fact as well as refute the Administration's investigation. Describe the incident and events leading up to the incident fully. When, where, and why did the incident occur. When, where, and why did you have possession of the object/weapon. Name all witnesses or involved parties. (Your version should be complete as the Board may make its decision from the report without additional comment.)

3. **Student Response to Administrative Investigation**

List all reports which you have received regarding the incident. Clarify or rebut any investigative observations or conclusions with which you disagree, especially as to facts relating to possession or use of the object/weapon.

4. Summarize, briefly, based on the policy and your facts, why you should not be expelled.

Student Signature

Parent Signature

* A hearing date will be scheduled within three school business days of the receipt of this completed appeal form.