

STUDENT SERVICES

File: JFCJ-R

WRITTEN NOTIFICATION OF VIOLATION OF SCHOOL POLICIES BY STUDENTS IN ALTERNATIVE EDUCATION PROGRAMS

1. Written notification shall be made to the parent, guardian, or other person having charge or control of a pupil in an alternative education program as described in Va. Code § 22.1-209.1:2 when:
 - a pupil commits an offense in violation of School Board policies, and school officials determine the offense was committed without the willful intent to violate such policies, or
 - the offense did not endanger the health and safety of the individual or other persons.
2. The notification shall be made no later than two school days following the incident.
3. As required by the School Board, the principal, or other appropriate school personnel, shall develop appropriate measures, in conjunction with the pupil's parent or guardian, for correcting such behavior.
4. The notification will include information from the [Code of Student Conduct](#) regarding the offense and the consequences.

Issued: August 17, 2009

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Legal Reference: Code of Virginia, 1950, as amended, § 22.1-209.1:2(D).