

**Haywood County Schools**  
**Suspension Notification**

This document is designed to inform students and parents or guardians of notification and due process rights provided to students who have been recommended for long-term suspension or expulsion.

**If recommended for long-term suspension or expulsion you are entitled to:**

1.     **a description of the incident leading to the recommendation that the student be expelled or suspended for more than 10 days**  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
2.     **the specific provisions of the student conduct policy or rule alleged to have been violated**  
  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
3.     **the specific process by which the parent may request a hearing to contest the suspension or expulsion**  
  
Hearing procedures attached
  
4.     **the process by which a hearing will be held, including, to the extent provided by law, the student's opportunity to examine evidence and present evidence, to confront and cross-examine witnesses supporting the charge, and to call witnesses to verify the student's version of the incident**  
  
Hearing procedures attached
  
5.     **to retain an attorney to represent the student in the hearing process**
  
6.     **to have an advocate to accompany the student to assist in the presentation of his or her appeal instead of an attorney**
  
7.     **to review the student's educational records prior to the hearing**

\_\_\_\_\_  
student or parent signature

\_\_\_\_\_  
school signature

\_\_\_\_\_  
date