

# BOSTON PUBLIC SCHOOLS



Code of Conduct  
Attachment 6a

## Notification of Disciplinary Hearing: Denial of Transportation

*Note: Students with disabilities whose IEP services include transportation cannot be denied bus transportation in excess of 10 school days, unless a Manifestation Determination meeting has been held and the Team determined that the behavior is unrelated to the disability (services must be provided if transportation is denied after 10 school days).*

*Send two copies. Ask parent to sign and return one copy to the school.*

School Name: \_\_\_\_\_

Date: \_\_\_\_\_

<Parent/Guardian Name>  
<Parent/Guardian Address>

Dear \_\_\_\_\_ :

I regret to inform you that on \_\_\_\_\_, 20\_\_\_\_, your son/daughter \_\_\_\_\_

has been accused of violating Section(s) \_\_\_\_\_ of the Boston Public Schools *Code of Conduct* for the following reasons: \_\_\_\_\_

Under the Code, this offense may result in denial of transportation for four or more consecutive days.

I have scheduled a hearing to consider this matter on \_\_\_\_\_ 20\_\_\_\_, at \_\_\_\_\_ a.m./p.m. at the school. You and your son/daughter are requested to attend this formal hearing. At the hearing, if it is determined that your son/daughter violated the Code as stated above, I may recommend the following:

- Denial of transportation of up to \_\_\_\_\_ days

If you wish, you may waive your right to a formal hearing and accept my recommendation for disciplinary action (given above) providing you sign the enclosed waiver form and return it to me at the school.

If you have any questions concerning this hearing, or if you wish to arrange a different date and time for the hearing, please call me immediately at 617-635-\_\_\_\_\_.

If you do not attend the hearing and do not call the school to reschedule it, the hearing will be rescheduled within 48 hours of the date and time given above.

*This is to acknowledge receipt of this  
Notification of Disciplinary Hearing.*

Signature \_\_\_\_\_

Print Name \_\_\_\_\_

Relationship  
to Student \_\_\_\_\_

Date \_\_\_\_\_

*Please sign one letter and return it to  
your son's/daughter's school. Keep the  
other copy for your records.*

*Thank you.*

Sincerely,

Principal/Headmaster

