

OFF CAMPUS FELONY PRINCIPAL REPORT FORM

Submit to Intervention Services – Fax# 414-5146

Revised: 02.10.15

Student's Name: _____ Student No.: _____

Arrest Charge(s): _____ Date of Arrest: _____

Formal Charge(s): _____ Date Formal Charges Filed: _____
Arrest Report No.: _____

Part A

(Use this section once an arrest has been made, and formal charges have been filed.)

1. _____ I have determined that allowing the student to remain at the school will have no adverse impact on the program, discipline or welfare of other students and staff at the school.

or

2. _____ I have determined that the circumstances surrounding the arrest of the student merits an administrative hearing. The hearing is to determine whether or not the charges against the student will have an adverse impact on the program, discipline or welfare of other students and staff at the school. I have scheduled this hearing for the following date and have notified the student and his/her parent/guardian in writing.

Date of Administrative Hearing: _____

(Should be scheduled between 2 and 5 school days of the postmark date or the date of hand delivery of the notice to the parent.)

(Attach a copy of the hearing notification letter which was sent to the parent).

Part B

An administrative hearing has been held and I have determined that:

1. _____ The charges brought against the student are sufficiently serious as there will be an adverse impact upon the program, discipline or welfare of the school. Therefore, I request the student be reassigned to an alternative site pending the final disposition of their court case.
2. _____ The charges WILL NOT have an adverse impact upon the program, discipline or welfare of the school. The student is permitted to remain at school.

Principal's Name: _____ School: _____

Principal's Signature: _____ Date: _____

Cc: Appropriate Divisional Director (Elementary, Secondary, Special Sites and Programs)