

**WILLARD CITY SCHOOL DISTRICT**

**NOTICE OF BUS SUSPENSION**

Student's Name: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Parent/Guardian: \_\_\_\_\_

Address: \_\_\_\_\_

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

You are hereby advised that \_\_\_\_\_ has been suspended from riding the bus. The reason(s) for the bus suspension is (are) as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If you wish to appeal this suspension, please complete Item B below.

The bus suspension information details follow:

- A. Bus suspension for \_\_\_\_\_ day(s), effective \_\_\_\_\_.  
Bus privileges will resume on \_\_\_\_\_.
  
- B. Parent Appeal Conference  
Date Requested \_\_\_\_\_ Time \_\_\_\_\_

If you have any questions regarding the above, please feel free to contact me.

\_\_\_\_\_  
(Principal)