

SECOND INSTANCE OF SUSPENSION

Previous Record of Misconduct :

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Date & Time :

Nature of Misconduct :

.....

Action Taken :

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..... of class is **suspended** from school for gross misconduct (mentioned above) from to He/she would report to the school authorities on

.....
Signature of the Discipline Incharge

Manju Malik

Name of the Discipline Incharge :

Principal

Witnesses:

1.

2.

Signature

Signature

Name:

Name:

Designation :

Designation:

Parents' Statement : I have read the complaint against my ward of class My ward has been given two warnings earlier. First warning was issued to him/her on and the second warning was issued on Also in the first instance he/she was suspended from the school from to My ward has **again** been **suspended** from the school from to and we have been asked to report to the school authorities on I assure the school authorities that in future such misconduct will not be repeated. In case the misconduct is repeated he/she may be expelled from the school.

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Signature of the Parent

Name of the Parent: Relation:

Date: