

EAST ALLEN COUNTY SCHOOLS
1240 State Rd. 930 E.
New Haven, Indiana 46774
(219) 446-0100

NAME OF SCHOOL

NOTICE OF STUDENT'S REMOVAL FROM CLASS

Date

Student's Name

Address

Grade or Class

Age

TO: BUILDING PRINCIPAL

You are hereby notified that _____ was removed from
attendance in _____ on _____
(Name of Student) (Class or Room) (Date)

This exclusion will last until _____
(Date)

_____ was dismissed from _____
(Name of Student) (Class or Room)

for the following reason(s): _____

(Use additional sheets if necessary)

Teacher's Signature