

Van Buren Local School

The purpose of this letter is to notify you that

_____ was caught cheating during
Student _____ Grade _____

_____ class, instructed by

_____ on _____
Instructor _____ Date _____

----- First Offense

1. No credit for test.
2. Notify parents in writing (school form)
3. Notify Principal
4. Notify Counselor (Counselor Referral)
5. One day In-School Suspension (Principal's Discretion)

---- Second Offense

- 1 No credit for test
2. Notify parents in writing (school form)
3. Notify Principal
4. Notify Counselor (Counselor Referral)
5. Three-day in-School Suspension (Principal's Discretion)

---- Third Offense

- 1 Loss of credit for course
2. Notify parents in writing (school form)
3. Notify Principal
4. Notify Counselor (Counselor Referral)
5. Three days Out-Of-School Suspension (Principal's Discretion)