

*To be translated into the student's home language*  
**NOTICE OF EXPULSION HEARING UNDER M.G.L.c. 71, §37H**  
(Weapon, Controlled Substance or Staff Assault)

Dated: \_\_\_\_\_

Dear Parent/Guardian/Caregiver of \_\_\_\_\_:

In accordance with Section 14.0 of the Cambridge Public Schools Rights and Responsibilities Handbook, I am writing to notify you that your child is accused of violating section(s) \_\_\_\_\_ of the Cambridge Public Schools Rights and Responsibilities Handbook. The reasons for this violation are as follows:

\_\_\_\_\_. This is an offense for which your child may be expelled from school. An expulsion hearing has been scheduled for \_\_\_\_\_ at \_\_\_\_\_ at the school. You and your child are requested to attend this hearing. You have the right to present evidence and witnesses or to remain silent at this hearing. You also have the right to bring a lawyer or advocate to the hearing. You have a right to inspect the student record and any documented evidence prior to the hearing and to have a copy of your child's student record. You also have a right to request that the hearing be audio recorded and to be provided with a copy of the recording. Additionally, you have the right to obtain a referral for a special education evaluation if you feel that your child may need special education services.

If you have any questions regarding this hearing, including needing to reschedule to a different time and date for the hearing or to coordinate having an interpreter to be available at the hearing, please call \_\_\_\_\_ at \_\_\_\_\_ immediately.

Sincerely,