



Student and or Parent Appeal Form

Form 1510-10A

Approved: 9-Feb-2015
Date Amended: 19-Oct-2016

1. The appeal must be made in writing within ten school days of the decision by the school or employee that you are appealing.
2. Complete this Appeal Form.
3. Bring the form (within ten school days) to your school Principal or to the:
School Board Office,
634 - 6th Avenue East
Prince Rupert, B.C. V8J 1X1
250-624-6717
4. You may have an advocate assist you throughout the appeal.
5. You will be contacted by the school district. In an attempt to resolve the appeal and depending on the circumstances, you may be asked to:
Speak to the teacher, or
Speak to the Principal, or
Meet with the Appeal Committee.
6. If the appeal cannot be resolved through the above steps, the appeal will be decided upon by the School Board.

Date:

Students Name:

Date of Birth:

Parent/Guardian

Name:

Address:

Telephone Number:

Home: _____

Work: _____

Student's School:

Student's Grade:

Teacher:

What decision of a school district employee that significantly affects you or your child's education, health or safety are you appealing? (What did the school do that you are appealing?)

When were you informed of the decision?

Who informed you?

Who made the decision?

What are the grounds for the appeal? (What are you unhappy about?)

What relief is sought? (What changes do you want?)

Signature of the Person Appealing

Printed Name of the Person Appealing

[\(Please attach a separate sheet if you need more space to comment on any of the questions.\)](#)