

BYLAW 9330.1 (attachment 1) Appeal Process

Please email to: **Superintendent of Schools**
Greater Victoria School District #61
Community@sd61.bc.ca

NOTICE OF APPEAL

This form constitutes a written notice of appeal and must be completed in full and submitted to the Superintendent of Schools (see above). Appellants should read Bylaw 9330.1 – Appeal Process Bylaw prior to completing this form. Upon receipt of the Notice of Appeal form, the appellant will be informed of the steps in the appeal process.

Assistance in filling out this form is available upon request from the Board Office by calling 250-475-3212.

1. Information about the person(s) filing the appeal:

Name: Parent/Guardian

(First) _____ (Last) _____

Name: Student

(First) _____ (Last) _____

Address:

(Street) _____

(Postal Code) _____ (Phone) _____

Student birth date: (Year) _____ (Month) _____ (Day) _____

School: _____ Student Grade: _____

2. List the employee(s) whose decision is being appealed:

Employee Name

Employee Position/Job

_____	_____
_____	_____
_____	_____



List the employee(s) with whom you have consulted about the decision:

Employee Name

Employee Position/Job

3. Information about the decision being appealed:

Dates you were informed of the decision: _____

Describe the decision: _____

4. Give reasons for appealing the decision:

Suggest a solution, which would satisfy you:

Signature of the Parent/Guardian

Date Appeal Submitted

Modification to this document is not permitted without prior written consent from the Greater Victoria School District.