

## Form to appeal of a suspension or expulsion decision

Please complete this form in English, attach a copy of the notification of suspension or expulsion from the school and email it to the local NSW Department of Education Office.

If you need help lodging an appeal, or would like to discuss the appeal process, you can contact the local education office via 131 536. You can also find the details by contacting the school or at this link: <https://education.nsw.gov.au/parents-and-carers/inclusive-learning-support/contact-us#Contacting0>

Student name:	
School attended:	
Year or grade:	
Suspension /expulsion details:	
Person making appeal:	
Relationship to student:	
Address:	
Phone numbers:	
Email address:	
Signature of person making appeal:	
Date of this appeal:	

This appeal is on the grounds that (please tick relevant boxes):

- Correct procedures have not been followed
- Unfair decision has been made.

### Reasons for appealing (summary only)

Describe why the decision was unfair and/or how procedures were not followed.

You may attach supporting documents to this form. It is important that all matters that you want to be considered in the appeal are mentioned.

#### Checklist:

- Have you attached a copy of the suspension or expulsion letter?
- Have you attached any additional information?