



Hayward Unified School District

Appeal Form for Parent Exception Waiver

To appeal denial of the Parental Exception Waiver

Student Name _____

School _____ GO Number _____ D.O.B _____ Grade _____

Dear Parent of English Learner:

Your request for a Parental Exception Waiver had been denied. The school principal and educational staff have met and determined that evidence exists that the alternative program would not be better suited for the overall educational development of the student. Specific reasons for the denial of the waiver request (based on the attached record(s) of student performance) follow:

Principal Signature

Date

Parent/Guardian Signature

Date

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To the parent: If you wish to appeal this denial, please follow these district appeal procedures:

- 1. Use our district's grievance process detailed in Board policy 1312.3, which provides a formal channel of communication regarding unresolved complaints in operations, programs, or with individuals.**
- 2. Pick up the 1312.3 Complaint Form from any school office or from the Superintendent's office, 24111 Amador St Hayward, Ca 94544. Complete the form and submit it to the Superintendent's Office, HUSD.**
- 3. The Superintendent appoints a Review Committee to study the case and prepare a recommendation. The Superintendent upholds or overturns the Review Committee's recommendation. A written summary is provided to all parties.**
- 4. If you request further review of the denial, you can appeal to the HUSD School District Board of Education.**

Copy to: ___ Cum folder ___ Parent ___ ELL Director