

**PATTONVILLE SCHOOL DISTRICT**

**EPS Code: JFCH/JFCI-R-E-6**

**District Code:**

(First Offense)

Mr. and Mrs. John Doe  
12121 Deercreek  
Maryland Heights, MO 63043

Dear Mr. and Mrs. John Doe:

This letter is to inform you that \_\_\_\_\_ is in violation of Pattonville School District's policy relating to the use and consumption of alcohol. It has been brought to my attention that \_\_\_\_\_ was drinking and under the influence of alcohol at last night's football game.

Since \_\_\_\_\_ is in violation of the aforementioned policy, he/she is suspended from school attendance for a minimum of five days beginning \_\_\_\_\_ through \_\_\_\_\_. \_\_\_\_\_ may resume school attendance on \_\_\_\_\_.

This suspension, however, can be shortened considerably if an assessment through a hospital facility or other quality agency is made and the recommendations complied with. I have enclosed a list of area resources where assessment may be obtained, along with an authorization for release of information form.

If you have any questions, please contact me.

Sincerely,