



IRVINE UNIFIED SCHOOL DISTRICT

Administrator Statement

This written statement is required from the school administrator conducting the investigation of the incident. Administrators should ensure that students are informed of their right to make a similar statement, but that the statement is voluntary on the student’s part. The fact that a student chooses not to make a written statement cannot be held against him/her during an expulsion hearing. Please address your responses to the thought on the Voluntary Student Statement: “Describe what happened and, if you know, what caused it to happen.” Also include names of others involved in the incident, voluntary witness statements (when appropriate), the voluntary student statements, arrest reports (if applicable), etc., with your documentation materials. If more space is needed, please use additional paper.

Administrator:
Student Name:

School:
DOB:

Incident description/cause:

I hereby declare under penalty of perjury that my statement is a true and accurate one.

Signed: _____

Date: _____

