

Behavior Warning Letter

Date: [Insert Date]

To: [Student's Name]

From: [Principal's Name]

Subject: Warning of Substance Use

Dear [Student's Name],

This letter serves as a formal warning regarding your recent behavior that has raised serious concerns among the school staff and administration. Reports have indicated that you were involved in substance use on school premises, which is a violation of our school policies.

Substance use not only puts your health at risk but also disrupts the learning environment for other students. We take these incidents seriously and want to remind you of the importance of maintaining a safe and supportive atmosphere for everyone at school.

As a consequence of this behavior, you are required to attend a meeting with [Counselor's Name] on [Insert Date] to discuss this matter further and to explore any support you may need moving forward.

Please understand that continued behavior of this nature could result in more severe disciplinary action, including suspension or expulsion from school.

We care about your future and hope that you make responsible choices moving forward.

Sincerely,

[Principal's Name]

[School Name]

[Contact Information]