

Date: _____

To: _____

Student ID: _____

Class: _____

Subject: Reprimand for Inappropriate Classroom Behavior

Dear _____,

This letter serves as a formal reprimand regarding your recent behavior in the classroom. We have observed incidents of inappropriate conduct on _____, which include

_____.

Such behavior disrupts the learning environment and is not acceptable as per the school's code of conduct. We expect all students to maintain a standard of respect and responsibility toward peers and faculty.

Continued incidents of inappropriate behavior may result in further disciplinary action. We advise you to reflect on your actions and take immediate steps to correct your behavior.

Please consider this letter as a caution and an opportunity to improve your conduct. If you have any concerns or require support, please feel free to reach out to your class teacher or the counseling department.

Sincerely,

Class Teacher/Administrator