

REQUEST FOR RECONSIDERATION OF INSTRUCTIONAL MATERIALS

School: _____		
Classroom/Lab/Library in which material is being used: _____		
Check the type of material:		
_____ Textbook	_____ Video/Film	_____ Kit
_____ Supplementary Book	_____ Filmstrip	_____ Pamphlet
_____ Library Book	_____ Periodical	Other _____
_____ Software	_____ Audiotape/Record	Other _____
Title of Material: _____		
Author: _____		
Publisher/Producer: _____		

Request Initiated by (Complainant): _____

Telephone: _____ Address: _____

City: _____ State: _____ Zip: _____

The following questions are to be answered after the complainant has read, reviewed, or listened to the material in its entirety. If sufficient space is not provided, attach additional sheets which include your signature.

To what do you object in the material? (Check all that apply.)_____ (a) ***The purpose or intent of the material***

(State the purpose of the material as you understand it.)

_____ (b) ***The age of the student or grade level at which the material is being used***

Age of student or grade level at which the material is being used: _____

_____ (c) ***Language, phrases, or words in the material***

(Cite specific pages in a book, frames in a filmstrip, parts of a video, etc., in which the language is contained.)

_____ (d) ***The way in which the material is being used in class***

(Describe how the material is being used.)

WHAT ACTION ARE YOU REQUESTING RELATIVE TO THIS MATERIAL?

_____ *Complainant*

_____ *Principal*

_____ *Date*

_____ *Date Received*

PLEASE RETURN COMPLETED FORM TO THE SCHOOL PRINCIPAL.

ADOPTED: July 1, 1991

REVISED: November, 1995
September 4, 2014

LEGAL REFERENCES: 20 U.S.C. § 1232h.

Code of Virginia, 1950, as amended, § 22.1-238

8 VAC 20-720-160.

CROSS REFERENCES:	IGAH	Family Life Education
	IIA	Instructional Materials
	IIAA	Supplementary Materials Selection and Adoption
	IIAA-R	Textbook Adoption, Selection, and Purchase
	KLB	Public Complaints About Learning Resources
	INB	Teaching About Controversial Issues