



Dr. Mark A. Klaisner, Executive Director
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Truancy Referral

Note: All sections must be completed

Email completed form to: truancy@west40.org

Demographic Information

Student: SIS Number: Grade: Date:
 School: District#: Attendance Official: Email: Phone Number:
 School Address:

Parent/Care Giver:

Parent:
 Street Address:
 City/State/ZIP:

Attendance Information

Complete this section accurately. DO NOT SEND ATTENDANCE RECORDS

Starting date of truant behavior in 2016-2017:

2015-2016 Absences (this year):

No. of Days Tardy:

Excused Absences: Unexcused Absences:

Intervention Information

Indicate what actions have been taken by school to help student (please provide dates).

Does the student/family have current /past Court involvement? [Click here to enter text.](#)

	Date(s)	Person(s) Involved	Nature of Contact (type(s) of service offered)	Outcome (improved attendance/ continued truancy/refused to participate)
Calls To Parents/Care-Giver				

SUPPORT SERVICES

Prevention Programs				
Intervention (Rtl Programs)				
Remedial (Academic)				
Alternative Program(s)				
Other School/Community Resource(s)				

CC: Home School Attendance Official

CC: CES Director – truancy@west40.org