

Alachua County Public Schools
Truancy Intervention Documentation
 (Middle and High Schools Should Complete This Form)

Child's Name: _____

Date of Birth: _____ Race: _____ Sex: _____

Please list below the attached records that show proof of the child's date of birth

- Copy of child's birth certificate
- Doctor's records
- Other _____

Full name of parent(s) or legal guardian(s): _____

Please list below the attached records that show proof of the guardianship

- Copy of child's birth certificate
- Other _____

Address of parent and child: _____

School child is to attend: _____

Name of records custodian: _____

During the ____ calendar school year, the child has ____ unexcused, ____ excused absences, & ____ unexcused tardies.

During the ____ 90-calendar school year, the child has ____ unexcused, ____ excused absences, & ____ unexcused tardies.

(Documentation of absences attached) [NOTE: 6 unexcused tardies/early releases equals 1 unexcused day for truancy purposes.]

The parent(s)/guardian(s) were contacted on the following dates regarding the child's non-attendance:

Date	Letter	Phone	Personal	By Whom

The child and parent were referred to the Educational Planning Team (EPT) on: _____

The parent did, did not attend the parent meeting with the Educational Planning Team on _____

The Educational Planning Team implemented interventions to address the problem, was diligent in facilitating services and all reasonable efforts to resolve non-attendance have been exhausted (documents from EPT meeting and intervention attached). (Fla. Stat §1003.26(1)(d)).