

REFERRAL TO TRUANT CONDUCT PROSECUTOR PURSUANT TO SECTION 25.0951 EDUCATION CODE

CONFIDENTIALITY NOTICE: This information may only be disclosed as permitted by Texas Family Code Section 65.202

School: _____

Date forwarded to Court (must be within 10 school days of the student's 10th unexcused absence):

Student Information

Name _____

Preferred name if different from legal name: _____ Pronouns _____

Age _____ (must be between ages 12-19) DOB _____ Grade Level _____

Student ID # _____ DL # (if known) _____

Address _____

City _____ ZIP code _____

Parent / Guardian/Custodian Information

Name _____ Relationship _____ Date of Birth _____

Address _____

City _____ ZIP code _____

Email _____ Phone: _____

Parent / Guardian/Custodian Information

Name _____ Relationship _____ Date of Birth _____

Address _____

City _____ ZIP code _____

Email _____ Phone: _____

Has school filed a Parent Contributing to Non-Attendance case? **Yes** **No** Against whom? _____

School official with personal knowledge of student's circumstances who will appear in court to provide testimony at Truancy Court Proceedings. (school official must attend every hearing unless excused by the Court)

Name _____ Title: _____

Email _____ Phone: _____

Is student required to attend school under Section 25.085 Education Code?

Yes **No**

Has student failed to attend school without excuse on 10 or more days or parts of days within a six-month period in the same school year?

Yes **No**

Is student's truancy the result of pregnancy, being in a state foster program, being homeless; severe or life-threatening illness or related treatment or being the principal income earner for the family? **Yes** **No**

Is student eligible for or receiving special education services under Texas Education Code Subchapter A, Chapter 29 or 504 services? **Yes** **No** **If yes, please provide a copy of any IEP or 504 plan**

Does student, parent(s)/guardian(s) need an interpreter? **Yes** **No** Language: _____

Has the student had a previous truancy case or met with the Juvenile Case Manager assigned to this court?

Yes **No** **If so, please provide cause number if known** _____

Before referring this case, has the school initiated the truancy prevention measures required under Texas Education Code 25.0915? Yes No

(1) Creation of a behavior improvement plan which meets the following requirements: Please check yes/no for each requirement

- Yes No The plan is signed by an employee of the school;
- Yes No The school has made a good faith effort to have the plan signed by the student and the student's parent/guardian;
- Yes No The plan includes a specific description of the behavior that is required or prohibited for the student;
- Yes No The plan includes the period for which the plan will be effective, not to exceed 45 school days after the effective date
- Yes No The plan states the penalties for additional absences, including disciplinary action or referral to truancy court

(2) School-based community service (includes tutoring):

- Yes No

(3) Referral of the student to counseling, mediation, mentoring, a teen court program, community-based services, or other in-school or out-of-school services aimed at addressing the truancy.

- Yes No

Please list recommendations for additional remedial efforts regarding the student and/or family:

List dates in chronological order (#10 being the most recent), times and any known circumstances regarding the 10 most recent unexcused absences below:

DATE	TIME	CIRCUMSTANCES (if known)
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____

- Attach copies of all attendance notices sent to parent(s), guardian(s), or custodian(s):
- Attach copies of all documentation of truancy prevention measures implemented by School for the student.
- If school has filed a Parent Contributing to Nonattendance complaint, attach a copy of the complaint.
- Attach additional pages as needed to fully answer all questions set out above.

REQUIRED CERTIFICATION BY SCHOOL OFFICIAL

I certify that the school applied the truancy prevention measures adopted under Texas Education Code Subsection (a) or (a-4) to the student and the truancy prevention measures failed to meaningfully address the student's school attendance

SIGNATURE OF PERSON MAKING REFERRAL: _____ DATE OF REFERRAL: _____