

RHODE ISLAND FAMILY COURT

Administrative Order 2001-2

RE: Truancy Petition Referral Form

The attached referral form shall accompany all truancy petitions filed with the Juvenile Clerk's Office. No truancy petitions shall be accepted by the Clerk's Office unless the attached referral form is complete.

Truancy Court petitions shall be excluded from this administrative order.

This order shall take effect on December 15, 2001.

DATE

11/15/01

JEREMIAH S. JEREMIAH, JR.
CHIEF JUDGE

4. Has student been referred to counseling services?

Yes _____

No _____

Provide information if appropriate.

5. Has student's class schedule been amended or has the school tried to modify the student's school program?

Date and how amended/progress?

If no, reason:

6. Has student been referred to an alternative education program?

Date/Type of Program/Progress:

If no, reason:

7. Is student being processed for special education eligibility?

Referral date:

If no, reason:

8. Has student been consequenced in school for truancy? i.e., in-school suspension, after school detention?

Date/Type of Consequence:

If no, reason:

9. Is the child on medication? Yes _____ No _____

If yes, what kind?

Has the child ever been on medication? Yes _____ No _____

If yes, what kind?

PART 11: Attachments - (To be provided by School Personnel)

1. Student's school attendance records (for past two years).

If not attached, reason:

2. Has the student been suspended? If so, how many days? Any major infractions?

3. Have IEP's, progress reports, psychological evaluations or reports from Service providers been provided to the school? If so, please list the nature and dates of the reports.

If not attached, reason:

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4. Has the parent provided any other information regarding involvement with other public or private agencies presently or in the past?

PART 111. Intervention Efforts - (To be completed by Attendance Officer)

1. Have three (3) in-person contacts with parents or legal guardians been made?

Dates/Type of contact:

If no, reason:

2. Have three (3) home visits been made?

Dates:

If no, reason:

3. Have three (3) telephone calls to parents' workplace been made?

Dates:

If no, reason:

4. Has student been referred to outreach counselor or truant officer?

Dates/To Whom:

If no, reason:

