

PREREFERRAL CHECKLIST FOR:		
DISTRICT	SCHOOL	GRADE
STUDENT'S Name		Birthdate
Home Address		Sex
Home Address		City
Home Address		Zip
FATHER / Guardian Name		Home Phone
Home Address		City
Home Address		Zip
Employer		Employer Phone
MOTHER / Guardian Name		Home Phone
Home Address		City
Home Address		Zip
Employer		Employer Phone
Parents live together: <input type="checkbox"/> Yes <input type="checkbox"/> No		
Child lives with: <input type="checkbox"/> Both parents <input type="checkbox"/> Mother <input type="checkbox"/> Father		
<input type="checkbox"/> Foster Parents <input type="checkbox"/> Guardian(s) <input type="checkbox"/> Other		
Parents are divorced: <input type="checkbox"/> Yes <input type="checkbox"/> No County of Divorce:		
Guardianship (if applicable) established by: <input type="checkbox"/> Power of Attorney <input type="checkbox"/> Probate Court/County:		Date:
Explain other living arrangements (if applicable):		
Other children in the family or household (attach C-1, C-2, and D for each additional child):		
	Yes	No
1. The school has sent the appropriate letters to the parent(s)/guardian(s) regarding the student's attendance (Attachment A-1 and A-2).		
2. The school has met with the student regarding attendance (Attachment B-1).		
3. The school has attempted to partner with parent(s)/guardian(s) in order to improve attendance (Attachment B-1 & B-2).		
4. The school has attempted appropriate intervention techniques (Attachment B-1).		
5. There is a prior history of excessive absences (Attachment C-1 and C-2).		
6. The student is failing or at risk of losing credit (Attachment D).		
Authorized Signature	Title	Date