

Notus School District No. 135

STUDENTS

3040F1

(Prepare on School District Letterhead)

Date _____

_____ County Prosecutor's Office
[Address]

To the Office of the County Prosecutor:

This letter is to inform your office of the continued absence of _____.

Enclosed is the Truancy Referral Form for the student. I have provided all of the information available on this student and his/her family. This form will be updated if any new information becomes available.

Thank you for your assistance. Please contact me if you have any questions.

Sincerely,

[Signature]
Title

Policy History:
Adopted on: October 11, 2010
Revised on:
Reviewed on: April 19, 2023