

This form is designed to be completed electronically.

☐ **School Truancy**

☐ **Educational Neglect**

☐ Level 2 or 3 please specify

☐ **New**

☐ **Re-file**

Date _____

Student Information:

Student's Full Name

Student Goes By

D.O.B.

Age

Race

Sex

Address Information:

Street Address

City, State Zip

Home Phone

School Information:

School District

School Building

Hm.Rm. /Teacher Full Name

Grade

Pupil #

Enrollment Date

Additional Information:

Caseworker and Agency

Phone

Diversion Officer

Phone

Parent/Guardian Information:

Relationship/
Name

Address

City, State, Zip

Cell Phone

Please check the box(es)
where the child resides

Mother

☐

Father

☐

Stepmother

☐

Stepfather

☐

Custodian

☐

Please submit current attendance records

Witness Information:

	Name	Address	Phone
Record Keeper			
Teacher			
Principal			
Social Worker			
Other			

Referral Checklist:

Referrals will NOT be accepted if checklist is not complete and documents are not attached.

To file Truancy or Educational Neglect charges with the Franklin County Juvenile Court, please be prepared to provide the following:

- ☐ Child's Picture
- ☐ Attendance Records
- ☐ Child's report card
- ☐ Copy of child's birth certificate
- ☐ Correspondence to the parent(s)
- ☐ Any additional correspondence to parent(s)
- ☐ School attendance policy provided to parent(s)
- ☐ AIP

ESC of Central Ohio Attendance Services

Tara St Louis tara.stlouis@escoco.org
Neeley Keys neeley.keys@escoco.org (SWCSD Only)

614-445-3750
same as above