

Request for Non-Public Observation/Placement

To submit a request for observation or placement, please complete the following and return along with a signed parental release. *Forms may be mailed or faxed.*

Date : _____

Student Name: _____ Birthdate: _____

Date of Last Evaluation: _____ Home School District: _____

Current Eligibility: _____ Current Placement: _____

Contact Person: _____ Contact Phone Number: _____

Please list and describe the student's educational placement(s) for the past 2 years.

Please describe in detail student's current educational placement – number of students/staff in room, length of school day, etc. (Attach additional pages if necessary.)

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Please describe in detail why you feel the student’s current placement is not meeting his or her needs. (Attach additional pages if necessary.)

Does this student/has this student ever displayed aggressive behavior? If yes, please describe in detail. (Attach additional pages if necessary.)

Please describe what types of services and/or supports you feel would meet the student’s needs.

Please feel free to include below any additional information you feel would be helpful. (Medical concerns, dietary restrictions, physical limitations, etc.)

Attendance Record – Please provide attendance information for the student for the last 3 months. If student is homebound, please indicate number of instructional hours provided each month in the number of school days column. This MUST be filled out.

Month	# of School Days	Length of School Day	# of Full Attendance Days	# of Partial Attendance Days	# of Suspension Days