

LETTER OF INTENT TO HOMESCHOOL
Withdrawal Notice to Springfield Public Schools

This action begins on this date _____

Return to: Springfield Public Schools
Counseling Services Department
1610 E. Sunshine
Springfield, MO 65804

From: _____
Address: _____
Phone: _____

Pursuant to the provisions of Chapter 167.031 (RSMo), we have elected to educate our child(ren) at home:

First name _____ Last name _____ Student # _____ School _____ Grade ___ Age ___
First name _____ Last name _____ Student # _____ School _____ Grade ___ Age ___
First name _____ Last name _____ Student # _____ School _____ Grade ___ Age ___

Name(s) of each person teaching home-schooling _____

Address and phone number where home-schooling will be conducted _____

The following child(ren) will attend Springfield Public Schools **PART-TIME?** YES / NO

Student name _____ SPS Program attending: _____ Program location: _____

Student name _____ SPS Program attending: _____ Program location: _____

Student name _____ SPS Program attending: _____ Program location: _____

Please forward copies of all records that you have accumulated on our son/daughter to the above address. Include copies of all health records, standardized test results, and all other evaluations, records and reports presently in your files. (Note: This request is made pursuant to the Parental Rights and Responsibility Act of 1974.)

We realize that you have statutory responsibility for the investigation of cases of suspected truancy regarding public school students. Therefore, this letter is being sent to relinquish that responsibility from the public school system.

It must be pointed out, however, that this letter should not be construed to be a declaration of enrollment or registration, which is an option contained in Chapter 167.042 (RSMo).

I have notified the school where our son/daughter is enrolled of the home school withdrawal.

Thank you for your attention in this matter.

Respectfully,

(Signature of Parent/Guardian) Date

(Signature of School Official) Date

This section to be completed by school official ONLY if unable to obtain parent signature

Date of VERBAL CONFIRMATION of Intent to Home-School: _____

Name of Parent Making Home School Declaration _____

Signature of SCHOOL OFFICIAL Receiving Confirmation _____