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**DOCUMENTATION OF ATTEMPTS TO OBTAIN  
 PARENT PARTICIPATION**

Name of Child: \_\_\_\_\_ DOB: \_\_\_\_\_ School Year: \_\_\_\_\_

Purpose of Meeting:

- Determination of Suspected Disability
- Evaluation/Reevaluation
- Initial IEP
- Other
- Annual Review of IEP

Meeting Proposed for: Date: \_\_\_\_\_ Time: \_\_\_\_\_

Location: \_\_\_\_\_

**Documentation of Attempts to Contact Parents**

Forms of Contact	Date(s)	Outcome(s)
Correspondence		
Telephone Calls		
Home Visits		
Outreach Activities		
Other		