

# North Santiam School District

Code: **IKE-AR(2)**  
 Revised/Reviewed: 11/19/15; 10/19/17  
 Orig. Code(s): IKE-AR(2)

## Student Retention Form

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_ School: \_\_\_\_\_  
 Birth Date: \_\_\_\_\_ Age: \_\_\_\_\_ Sex:  Male  Female Date: \_\_\_\_\_  
 Days Tardy: \_\_\_\_\_ Absent: \_\_\_\_\_ Present: \_\_\_\_\_ Evaluation by Special Services:  Yes  No Year: \_\_\_\_\_  
 Grade of Nearest Young Sibling: \_\_\_\_\_  N/A Previously Retained:  Yes  No Grade: \_\_\_\_\_  
 Number of Schools Attended this Year: \_\_\_\_\_ Previous Attempt to Retain?  Yes  No Grade: \_\_\_\_\_

*Check each blank that applies:*

**Primary Reasons for Retention:**

- Math skills
- Reading skills
- Language Arts skills
- Physical size
- Social maturity
- Opportunities and experiences
- Parent request
- Student effort to complete task
- Behavior and test data
- Result of SAT Process

**Supporting Factors:**

- Individual help
- Variety of teaching techniques
- Remedial assistance
- Extension of time
- Student conference
- Parent conference
- Resource room
- Counseling
- Chapter
- Tutor
- ESL
- Other \_\_\_\_\_

**Notification to Parent/Guardian:**

- Number of notifications: \_\_\_\_\_
- Manner of notifications:
- Telephone: Dates: \_\_\_\_\_
- Student conference: Dates: \_\_\_\_\_
- Parent conference: Dates: \_\_\_\_\_
- Progress report
- Letter: Dates: \_\_\_\_\_
- Report card

Describe attitudes, motivation, behavior, test data: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Contributing Factors**

- Attention span
- Frequent change of schools
- Fine motor skills
- Gross motor skills
- Emotional maturity

Other: \_\_\_\_\_

**The following factors and data are provided to support the recommendation:**

Academic maturity: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Intellectual maturity: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Physical maturity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Social maturity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Emotional maturity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Parent support: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Attendance: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Mental development: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Sex: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Siblings: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Retention Decision**  
(Complete Before Signing)

Team Recommendation:

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- |  |  |
|--|--|
| <input type="checkbox"/> Student Retained to Grade _____<br><input type="checkbox"/> Student Not Accelerated | <input type="checkbox"/> <b>I accept</b> the team's recommendation that my student be retained.<br><input type="checkbox"/> <b>I reject</b> the team's recommendation that my student be retained. |
|--|--|

\_\_\_\_\_  
Teacher Signature Date

\_\_\_\_\_  
Principal Signature Date

\_\_\_\_\_  
Parent/Guardian Signature Date

Parent Comments: \_\_\_\_\_

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Inter-Disciplinary Team Signatures	Date	Circle Recommendation	
_____	_____	Agree	Disagree
_____	_____	Agree	Disagree
_____	_____	Agree	Disagree
_____	_____	Agree	Disagree
_____	_____	Agree	Disagree
_____	_____	Agree	Disagree
_____	_____	Agree	Disagree