



705 N. Shady Retreat Rd.
Doylestown, PA 18901
Tel: 215-348-2940
www.BucksIU.org

Surrogate Parent Request Form

If any one of the following situations results in a “yes”, a surrogate parent is deemed necessary (*please mark an X*):

Yes No

- _____ _____ No parent, guardian, current foster parent, or relative caregiver (relative acting in place of the parents with whom the child lives) can be located (need documentation of efforts to locate).
- _____ _____ Parents’ right to make educational decisions for the child have been terminated by the court and no guardian, current foster parent, or relative caregiver (relative with whom the child lives) can be located (need letter from agency or court order), and the child does not have a court-appointed education decision maker or surrogate parent. (Attach court order.)
- _____ _____ The child is an unaccompanied homeless youth (a youth without a fixed residence and not under the supervision of a parent).

_____ Student Name (Last, First, M.I.)

_____ Date of Referral

_____ Date of Birth _____ District of Residence

_____ Name of Caretaker or Resident Provider

_____ Age _____ School

_____ Street Address

_____ Grade _____ Teacher

_____ City _____ State _____ Zip

_____ Disability Category

_____ Telephone Number

Special Education Assignment (*Please mark an X*)

- _____ Full-time _____ District Class
 _____ Supplemental _____ IU Class
 _____ Itinerant

_____ Student’s Classroom (Location, Name of School Building)

_____ Program Supervisor

_____ Classroom Teacher

Bucks County Intermediate Unit

Surrogate Parent Referral Request Form
continued

Social Agencies (if more than one, list both)

Agency _____	Agency _____
Contact Name _____	Contact Name _____
Phone _____	Phone _____
Address _____	Address _____
_____	_____

Recommendations(s) for possible surrogate parent

Name _____	Relationship _____
Phone _____	Email _____
Address _____	

Person Requesting Referral (Please Print)

Signature and Date

Return form to:

Bucks IU, 705 N. Shady Retreat Road, Doylestown, PA 18901
Attn: Caryn Kadel, Surrogate Parent Coordinator
ckadel@bucksiu.org
1-800-770-4822 x1102

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