

**LA CENTER ELEMENTARY SCHOOL
700 East 4th Street/PO Box 1810
La Center, WA 98629**

Grades Kindergarten through Five

RETENTION

Request for Alternate Placement Form

Pursuant to district policy number 2421 (Promotion/Retention) and procedure 2421P, any parent/guardian wishing to request a placement for their child other than that recommended by the teacher and principal must complete this form. Once completed, this form along with any documentation in support of the request should be submitted to the building principal for consideration.

I/we, _____, having been advised of the recommendation and intention of La Center Elementary School staff to retain my student, _____ in grade _____ for the _____ school year, do hereby request an alternate placement in grade _____.

I/we have ____, have not ____, attached supporting documentation.

By signing and submitting this form, the parent/guardian does hereby acknowledge that they recognize the placement request is against the recommendation of the school.

Signature: _____ Date: _____
Parent/Guardian

After consideration of this request for alternate placement as well as a review of the recommendation to retain, my decision is as follows:

____ Grant the alternate placement as requested
____ Retain as originally recommended
____ Other (explanation) _____

Signature: _____ Date: _____
Principal/Designee