

**ADMINISTRATIVE OFFICE OF THE COURTS  
TRUANCY MEDIATION PROGRAM**

**AGREEMENT TO MEDIATE  
Memorandum of Understanding**

**Choice:** I choose to participate in truancy mediation today. I agree to talk about the problem and listen to what others have to say about it.

**School's Responsibility:** I understand the family has been referred to the program by this school. The school has agreed to take part in this mediation as a way of meeting the rules of the Utah Juvenile Court for truancy referrals.

**Mediator:** I understand that the mediator will help us talk and will not make decisions for us. The mediator will not take sides.

**Confidential:** I understand that mediation is like a private conversation. The school will not tell other school personnel/families what is said in the mediation without permission from the family. The mediator will destroy her/his notes. The mediator will not tell others what is talked about today and cannot be called as a witness in court. There are only a few times when a mediator has to tell something said in a mediation. Examples would be if a threat is made to harm someone or if anyone says that some type of abuse is taking place. Due to the confidential nature of mediation, this process may not be audio or video recorded without the express written consent of all participants and the mediator.

**Process:** We will take turns talking about missing school and why it is important to go to school. We will have private meetings with the mediator to talk more about going to school and think of ways that might help to solve the problem. We will all come back together and work out a plan that will be helpful for everyone.

**Memorandum of Understanding:** The Memorandum of Understanding is a written plan or contract that everyone signs and agrees to follow. The school/school district will keep the original copy and give a copy to the family. If the truancy problem is referred to the Juvenile Court, anyone involved in this mediation may give the court a copy of the written plan.

**SIGNED:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**DATE:** \_\_\_\_\_

**ADMINISTRATIVE OFFICE OF THE COURTS  
TRUANCY MEDIATION PROGRAM**

Student \_\_\_\_\_ DOB \_\_\_\_\_ School \_\_\_\_\_ Grade \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING**

**We agree to resolve the truancy problem by:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(continued on back)

**If our agreement is not kept, the truancy matter may be referred to the Juvenile Court for court action.**

**SIGNED:**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**MEDIATOR** \_\_\_\_\_ **DATE:** \_\_\_\_\_

