



### **Truancy**

If a student is absent without being excused by the parent/guardian or if the student leaves school or a class without permission of the teacher or administrator in charge, the student shall be considered truant. A "habitual truant" shall be defined as a student of compulsory attendance age who has four unexcused absences from class in any one month or 10 unexcused absences during any school year. Absences due to suspension or expulsion shall not be counted in the total of unexcused absences.

In order to reduce the incidents of truancy, parents/guardians of all students shall be required to furnish the school with a telephone number or other means of contacting them during the school day.

The school staff shall establish a system of monitoring individual unexcused absences. When a student fails to report on a regularly scheduled school day and school personnel have received no indication that the parent/guardian is aware of the absence, school personnel or volunteers under the direction of school personnel shall make a reasonable effort to notify the parent/guardian by telephone.

A plan shall be developed for a student who is at risk of being declared habitually truant with the goal of assisting the child to remain in school. When practicable, the child's parent, guardian or legal custodian shall participate with school personnel during the development of the plan. Appropriate school personnel shall make all reasonable efforts to meet with the parent, guardian or legal custodian to review and evaluate the reasons for the child's truancy.

#### **Penalties**

On a student's first truancy, parents/guardians will be notified. Disciplinary action may include detention and/or in-school suspension. Continued unexcused absences may result in court action.