

## Unexcused Per-Period Absence Policy

(Per quarter)

*All per-period unexcused absences are treated as truanancies and the local village ordinance is enforced, which may include court appearance, community service or fines issued. Referrals are written for all truanancies. In an effort to keep parents well-informed, a copy of the referral will be mailed home stating the dates and times of the truancy and the consequence the student received. As another way of keeping parents informed our automated phone system contacts parents on the day that the student was truant from class.*

### **Unexcused absences per period**

### **Consequence/Expectation**

1

The Dean will meet with the student to find out why the student was truant from class. The Dean will notify the counselor and parents as to the results of the meeting

2-5

For each additional truancy the Dean will meet with the student to discuss why the student is not attending class. Following these meetings the counselor will be notified by the Dean to discuss the results. In addition to the parents receiving a copy of the referral and an automated call, the Dean will contact the parents to discuss the results of the meeting.

6+

Parents will be invited and encouraged to attend a meeting with the Dean, counselor and student. At this time, all options and interventions will be discussed.