

Date Approved: \_\_\_\_\_  
Resolution No.: \_\_\_\_\_

## **A+ CHILDREN'S ACADEMY**

### **TRUANCY POLICY**

The Board of Directors adopts this policy for the purpose of guiding the School staff in addressing and ameliorating student absences. The School will track the attendance of its students.

Within one hundred twenty minutes after the beginning of each school day, the attendance officer, their assistant or designee, shall make at least one attempt to contact, the parent, guardian, or other person having care of any student who was absent without legitimate excuse from the school as of the beginning of that school day. An attempt to contact a student's parent, guardian or other person having care of the student shall be made through one of the following methods:

- A telephone call placed in person;
- An automated telephone call via a system that includes verification that each call was actually placed and either the call was answered by its intended recipient or a voice mail message was left relaying the required information;
- A notification sent through the School's automated student information system;
- A text-based communication sent to parent's, guardian's or other person's electronic wireless communication device;
- A notification sent to an electronic mail address of the parent, guardian or other person;
- A visit, in person, to the student's residence of record;
- Any other notification procedure that has been adopted by the Board.

This notification requirement shall not apply to students who are in home-based, online, or internet or computer based instruction or in instances where a student was not expected to be in attendance at the School building due to the student's participation in off-campus activities, including but not limited to participation in the college credit plus program.

The attendance officer or assistant shall investigate possible attendance violations and is authorized under Ohio law to take necessary actions in order to enforce the compulsory education laws, including the ability to serve warrants and enter places where students are employed.

The attendance officer or their assistant shall examine any case of supposed truancy within the School and shall warn the child, if found truant, and their parent

or guardian, in writing, of the legal consequences for being truant as outlined below.

### **Intervention Strategies**

The School will attempt to work with families to address barriers to regular attendance and support academic success for all students. The School's absence intervention strategies may include any of the following:

1. Providing a truancy intervention plan as described below;
2. Providing counseling for truant students;
3. Requesting or requiring a parent/guardian to attend parental involvement programs;
4. Requesting or requiring a parent/guardian to attend truancy prevention mediation programs;
5. Notification of the registrar of motor vehicles; and
6. Taking necessary or required legal actions.

The School shall not suspend or expel a student solely for being truant.

### **Notice of Excessive Absence**

In the event a student of compulsory school age is absent, with a nonmedical excuse or without legitimate excuse, for 38 or more hours in one school month, or 65 or more hours in a school year, the attendance officer shall notify the student's parent, guardian, or custodian of the student's absences, in writing, within 7 days after the date after the absence that triggered the notice requirement. The School may utilize any of the above Intervention Strategies and/or may refer the student and their family to community resources to help alleviate the continued absence from School.

### **Habitual Truancy**

"Habitual truants," are defined as students that are absent without legitimate excuse for 30 or more consecutive hours, 42 or more hours in one school month, or 72 or more hours in a school year. In the event a student meets the threshold for habitual truancy, the School must take the following steps:

1. The School administrator must establish an Absence Intervention Team (hereafter referred to as the "Team").
  - A. The Team must be selected within 7 school days of the student reaching the habitual truancy threshold.

- B. The Team must include:
- i. The student's parent or parent's designee, the student's guardian, custodian, guardian ad litem or temporary custodian (collectively referred to hereafter as "Parent");
  - ii. One representative from the school; and
  - iii. One representative from the school that knows the student.
- C. The Team may also include a school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences.
- D. Within 7 school days of the student reaching the habitual truancy threshold, the School administrator or their designee shall make at least 3 meaningful, good faith attempts to secure the Parent's participation on the Team.
- i. If the Parent responds but is unable to participate, the School administrator or their designee shall inform them of their right to appoint a designee.
  - ii. If the Parent does not respond within the same 7 school days the School shall do both of the following:
    - a. Investigate whether the failure to respond triggers mandatory reporting to the county children services agency pursuant to ORC 2151.421; and
    - b. Instruct the Team to develop an Intervention Plan notwithstanding the Parent's absence
2. The School administrator must assign the student to a Team within 10 days of the student reaching the habitual truancy threshold.
  3. The Team must develop an intervention plan for the student within 14 school days after the student is assigned. The plan is to be aimed at reducing or eliminating further absences. The plan shall be based on the individual needs of the student, but shall state that the attendance officer shall file a complaint not later than 61 days after the date the plan was implemented, if the student has refused to participate in, or failed to make satisfactory progress on the intervention plan or an alternative to adjudication for being an unruly child.
  4. Within 7 days after the development of the plan, the School shall make reasonable efforts to provide the student's Parent with written notice of the plan.

### Habitual Truancy within Last 21 Days of School Year

In the event the student becomes habitually truant within 21 school days prior to the last day of instruction of the school year, the School may, in its discretion, either:

- A. Assign a School official to work with the student's Parent to develop an absence intervention plan during the summer. If the School selects this method, the plan shall be implemented not later than 7 days prior to the first day of instruction of the next school year; or
- B. Reconvene the absence intervention process upon the first day of instruction of the next school year.

### Exception from Intervention Plan Requirement

If the School has a chronic absenteeism percentage that is less than 5%, as displayed on the School's most recent local report card, it shall be exempt from the requirement to assign habitually truant students to an absence intervention team for the following school year and shall instead take any appropriate action as an intervention strategy as described above. In the event that the intervention strategies fail, within 61 days after their implementation, the attendance officer shall file a complaint in juvenile court, provided that all conditions described below are met.

### Complaints in Juvenile Court for Habitual Truancy

The attendance officer shall file a complaint against a student in juvenile court on the 61<sup>st</sup> day after the implementation of an absence intervention plan (or on the 61<sup>st</sup> day after the commencement of appropriate intervention strategies in the event there is an exception from the intervention plan as set forth above), provided that all of the following apply:

- A. The student was absent without legitimate excuse for 30 or more consecutive hours, 42 or more hours in one school month, or 72 or more hours in a school year;
- B. The School has made meaningful attempts to re-engage the student through the absence intervention plan, other intervention strategies and any offered alternatives to adjudication; and
- C. The student has refused to participate in or failed to make satisfactory progress on the plan, as determined by the Team, or any offered intervention strategies or alternative to adjudication.

In the event that the 61<sup>st</sup> day falls on a day during the summer months, in the School's discretion, the Team or attendance officer may extend the implementation of the plan and delay the filing of the complaint for an additional 30 days from the first day of instruction of the next school year.

If, any time during the implementation of the intervention plan, the student is absent without legitimate excuse for 30 or more consecutive hours or 42 or more hours in one school

month, the attendance officer shall file a complaint in juvenile court unless the Team has determined that the student has made substantial progress on their intervention plan.

Any complaint filed in juvenile court shall allege that the child is an unruly child for being a habitual truant and that the student's parent(s) has/have violated Section 3321.38 of the Revised Code.

### **Mandatory Withdrawal**

Any student that without a legitimate excuse fails to attend seventy-two (72) consecutive hours will be automatically withdrawn from the school.

### **Reporting**

The School shall track and report relevant truancy information to the Department of Education as required by law.