



Fruitvale ISD Truancy Policy

Local Attendance Intervention Policy

Excused Absences	Unexcused Absences
<p>10 Days +</p> <ul style="list-style-type: none"> ● Automated phone call to parent/guardian on every documented absence ● Letter to parent/guardian ● Conference with administrators and parent/guardian ● Attend tutorials to make up missed instructional time 	<p>3 or more days in a 4 week (20 days) period</p> <ul style="list-style-type: none"> ● Automated phone call to parent/guardian on every undocumented absence ● Letter to parent/guardian ● Conference with administrators and parent/guardian ● Begin Truancy Prevention Measures <ul style="list-style-type: none"> ○ Behavior Improvement Plan <ul style="list-style-type: none"> ■ Conference with counselor ■ Contact SPED case manager ● Attend tutorials to make up missed instructional time
<p>20 Days +</p> <ul style="list-style-type: none"> ● Home visit by school resource officer ● Attend tutorials to make up missed instructional time 	<p>5 or more days total</p> <ul style="list-style-type: none"> ● Continue Behavior Improvement Plan <ul style="list-style-type: none"> ○ Detention ○ Home visit by school resource officer ● Attend tutorials to make up missed instructional time
	<p>7 or more days total</p> <ul style="list-style-type: none"> ● Continue Behavior Improvement Plan <ul style="list-style-type: none"> ○ Saturday School Assignment ● Attend tutorials to make up missed instructional time
	<p>10 or more days total</p> <ul style="list-style-type: none"> ● Continue Behavior Improvement Plan <ul style="list-style-type: none"> ○ File Truancy ○ File Parent Contributing ● Attend tutorials to make up missed instructional time

*Principals Serve on Each Campus as Truancy Prevention Facilitators and Campus Behavior Coordinators. Principals will also notify the SPED Director if SPED students are having attendance issues.



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Campus Attendance Referral for Truancy Prevention Measures

Student Name:

Truancy Prevention Facilitator:

Dates of Absences:

Truancy Prevention Measures and Dates:

(Check all that apply)

- | | |
|---|-------|
| • Phone Contact with Parent | Date: |
| • Administrator Conference with Student | Date: |
| • Administrator Conference with Parent | Date: |
| • Unable to Contact Parent | Date: |
| • Warning Letter Sent | Date: |
| • Referral To Campus Counselor | Date: |
| • Visit by school resource officer | Date: |
| • Detention | Date: |
| • Saturday School (3 Fall, 3 Spring) | Date: |
| • Truancy Filed on Student | Date: |
| • Parent Contributing Filed on Parent | Date: |

This statement certifies that the school applied the truancy prevention measures listed above to student; and the truancy prevention measures failed to meaningfully address the student's school attendance.

Administrator's Signature: _____ Date: _____



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Student/Parent Conference Record for Attendance Referrals

Student Name:	Date:
Truancy Prevention Facilitator:	
Parent Name:	

Conference Topics:

- ❖ Discuss dates of absences
- ❖ Inquire into the reasons
- ❖ Review Campus Rules and Procedures
- ❖ Are the attendance rules clear?
- ❖ Is the procedure for excusing an absence clear?
- ❖ Are the consequences of excessive absenteeism understood?
- ❖ Discuss barriers to attendance:
 - Transportation
 - Waking Up
 - Parental Supervision
 - Chronic Illness
 - Other
- ❖ Are there frequent barriers?
 - Family Emergencies
 - School Issues
 - Not Prepared
 - Assignments
 - Tests
 - Supplies
 - Clothing
 - Problems with other students
- Problems with teacher/staff/administrator
- ❖ What can the school do to help?
 - Mediate issue with peer/faculty/staff
 - Service Referral
 - Counselor
 - Health
 - Scheduling Options
 - Academic Support
- ❖ How can the school best involve teachers?
- ❖ Discussion of consequences and remedies

Results

- Referral to Counselor
- Filing of court case
- Detention
- Saturday School
- Other_____