

Truancy

The Board of Trustees defines the act of truancy as an unacceptable act of conduct and defines truant as any student who is absent from school without permission or who reports to school and then leaves without first receiving permission to leave the school.

Principals will determine when a truancy occurs and will use the following procedures on a case by case basis. Additional site level consequences may be imposed at any procedure step.

1. **Procedure for First Truancy:**

- a. An attempt shall be made by the school administration or designee to contact the home to verify the truancy. Notification will be given that a student-administrator meeting will be held upon the student's return to school. The policy and procedures regarding any further truanancies will be reviewed. A letter will be sent to the parents summarizing the conference.
- b. In the event of no immediate parental contact, the principal will contact the parents as soon as possible by letter or by personal means, informing them of the truancy and the conference held with the student. Even if a personal contact is made, the principal will send a follow-up letter.

Copies of all written communications with parents will be filed in the student's folder for the current year.

2. **Procedure for Second Truancy:**

- a. A parent conference with the principal or designee shall be held as soon as possible after the second truancy.
 - 1) The parent will be informed of dates of truancy, previous correspondence will be reviewed; State attendance laws and school district policy relating to attendance will be reviewed. An attempt will be made to solicit parental aid in preventing further truanancies. Parents will be informed of help that is available from other resource agencies.
 - 2) Student and parent will be asked to sign an Attendance Contract. Failure to sign the Contract shall not release student from contract obligation.
 - 3) Failure of parents to cooperate in any of the above procedures shall not impede progression to Step #3.

3. **Procedure for Third Truancy:**

A meeting shall be held with parents, students and designated site administrator. All parties concerned will be invited to the meeting. The student and parents shall be informed that any further truanancies may be cause for progression to Step #4.

4. **Procedure for Fourth Truancy:**

A meeting shall be held with parents, student and designated site administrator to explain the steps that will be taken.

- a. If student is 15 years of age or younger
 - 1) A 5 day in-school suspension will be imposed;
 - 2) Site administrators shall inform the Board designee;
 - 3) The designee of the Board of Trustees shall refer the student to the Prosecuting Attorney as an habitual truant, as required in Idaho Code 33-206;

- b. If student is 16 years of age or older
 - 1) A 5 day suspension will be imposed. At the time of suspension, the student and/or parent shall choose one of the following options:
 - a. Parents will initiate referral to the Prosecuting Attorney. Upon returning documentation verifying such referral, student may return to school; or
 - b. Student shall withdraw from school.
 - 2) Upon the failure of the parent and/or student to choose either of the above two options, and/or, if the truancies of the student continue, the student shall be referred to the Board of Trustees for an expulsion hearing.

LEGAL REF.: **Idaho Code, §33-206; 20-501 et seq.**

Policy History:

Adopted on: September 12 1989

Revised on: January 25, 2011