

STUDENTS

ADMISSION AND ATTENDANCE

ABSENCES AND EXCUSES

FBD

1. ABSENCES AND EXCUSES

Students who are at least six (6) years of age and not more than eighteen (18) years of age, shall attend school or have an excused absence for at least 150 days of the regular school year and make-up or remedial work shall be required from students with excessive absences.

2. EXCUSED ABSENCES

Any student not already exempted from the compulsory attendance law under Policy FBB may nevertheless be excused for temporary absence resulting from illness, medical appointments, family emergencies, death of family member or close friend, a family activity consistent with district/school policy, or any other reason identified by the school or district as reasonable.

Utah Admin. Code R277-607-1(C)

The reason for an excused absence must be stated in writing and signed by the parent, legal guardian, or responsible resident adult. The Tintic School District may investigate any case in which an excused absence is requested.

3. COURT-RELATED STUDENTS

Absences caused by required juvenile proceedings and child abuse or neglect investigations shall be excused. The reason for the absence must be stated in writing by the probation officer or caseworker.

4. SUSPENDED STUDENTS

If a student is suspended, the absence shall be considered an excused absence if the student satisfactorily completes the assignments for the period of suspension within a reasonable time determined by the District. The District may impose a grade adjustment on the work made up by a student who has been suspended.

5. COURT-RETURNED STUDENTS

The absence of a student who returns to school as a result of prosecution under the truancy law or by order of a court may be excused if the student:

- A. Returns to school and attends class regularly and to the satisfaction of the District.
- B. Satisfactorily completes assignments for the period of the absence within a reasonable time determined by the District.
- C. Passes an examination at the completion of the class.

6. LOSS OF CREDIT FOR EXCESSIVE ABSENCE

A student shall not be given credit for a class if the student has been absent from class more than five days in a quarter. An attendance committee appointed by the Board may give credit because of extenuating circumstances for the absences. The Board will deal with requests on a case-by-case basis and will offer alternative ways for students to make up work or regain credit lost because of absences.

If a student is denied credit for a class the student may appeal the decision to the Tintic Board of Education.

7. TRUANCY

Prior to or no later than school registration, the parent(s) of all students in grades 1-12 shall be provided written notice from the school or district informing parents of Compulsory Education attendance laws and encouraging parental cooperation.

A student registering in the school district during the school year shall be provided written notice explaining the school and school district's compulsory education policy.

A student moving from one school to another within the same district may be provided written notice explaining the school and school district's compulsory education policy.

If any parent or person standing in parental relation to a child who is subject to the compulsory school attendance law and not lawfully exempted or properly excused from attendance willfully fails to require the child to attend school, such case shall be reported in writing by the Tintic Board of Education to the appropriate city, county, or district attorney.

*Utah Admin. Code R277-607-4
Utah Code Ann. § 53A-11-101(3)*

The Board shall make earnest and persistent efforts to resolve a student's attendance problems. These efforts shall include the following, as deemed appropriate or feasible by the Board in individual cases:

- A. Counseling of the student by school authorities;
- B. Enlisting parental support for attendance by the student;
- C. Meeting with the student and the parents or guardian;
- D. Adjusting the curriculum and schedule if determined necessary to meet special needs of the student;
- E. Monitoring of attendance by parents and the school; and,
- F. Enlisting the assistance of community and law enforcement agencies as appropriate.

Utah Code Ann. § 53A-11-103(1)

8. HABITUAL TRUANCY

The school should follow the following procedures toward the designation of habitual truancy status:

- A. Following two unexcused absences in a six-week period, the individual designated by the school shall counsel the parent(s)/student as to the importance of school attendance and the legal implications of truancy.
- B. Following four additional unexcused or six excused absences in a subsequent six-week period, the individual designated by the school shall contact the parent(s) and arrange for a meeting at the school or elsewhere to discuss the student's attendance problem.
- C. Following the seventh unexcused absence within a total 12-week period, a certified letter shall be sent requesting again the support of the parent(s) in resolving the attendance problems and outlining the requirements of Section 53A-11-103.

The school shall continue to monitor school attendance following the first truancy citation. If appropriate, the student's curriculum or schedule may be adjusted.

- D. If there is an eighth unexcused absence within a total 14-week period, a second truancy citation shall be issued. Following the second truancy citation, prior to the referral to court, in a final attempt to prevent habitual truancy, the school shall schedule a pre-court hearing meeting with the second truancy citation for the parent and student. At the meeting, school personnel shall present final alternatives to court referral.
- E. Following the ninth unexcused absence, a third truancy citation shall be issued and the parent/student shall be notified that the student is a habitual truant. Referral to the appropriate County or District Attorney or Juvenile Court consistent with Section 53A-11-104(6) shall be made by the individual designated by the school/district.

The school district may work with appropriate courts and personnel to develop procedures to track students and encourage school attendance.

- F. If students with disabilities under the Individuals with Disabilities Education Act (IDEA) or students protected under Section 504/ADA of the Rehabilitation Act have excessive absences and fall within the criteria of this rule, the student's IEP team (IDEA) or school team (Section 504) shall ensure that the procedures of this rule apply consistent with state and federal law and regulations.

Utah Admin. Code R277-607-4

- G. The parent shall have the right to appeal a truancy citation consistent with district administrative policy and time limits established by the district policy and legal due process.
- H. If, after earnest and persistent efforts are made by the parents or guardian and the school, the truant behavior has not been corrected, the Board shall either refer the matter to the appropriate juvenile court or release the student from school.

Utah Code Ann. § 53A-11-103(3)

9. DROPPED ENROLLMENT FOR NON-ATTENDANCE

Any student who has eight consecutive (unexcused) absences will be dropped from the roll. In order to be reinstated, the parent and/or guardian must re-enroll the student.
