

KITSAP COUNTY SCHOOL DISTRICT TRUANCY PROCESS

BEGINNING OF THE YEAR

SCHOOL PROVIDES TRUANCY INFORMATION

Inform students and parents of the benefits of school attendance; the potential effects of excessive absenteeism on academic achievement/ graduation/dropout rates; school's expectations of parent/guardian to ensure regular attendance; resources available to assist child and parent/guardian; role and responsibilities of the school; and consequences of truancy.

ONE UNEXCUSED ABSENCE

SCHOOL NOTIFIES PARENT

Notify parent in writing or by phone of the unexcused absence and the consequence for additional absences.

THREE OR MORE UNEXCUSED ABSENCES IN A MONTH

SCHOOL CONFERENCE WITH PARENT & CHILD

Schedule a meeting with the parent or guardian and child to analyze the reasons for absences. Take steps to eliminate or reduce the child's absences. A conference is NOT required in the event of excused absences for which prior notice has been given to the school or a doctor's note and an academic plan is put in place so the child does not fall behind.

SCHOOL TAKES DATA INFORMED STEPS – BY THE 3RD AND BEFORE THE 5TH

For middle and high school, these steps must include application of WARNs or other assessment tool to identify the specific needs of child.

SCHOOL TAKES STEPS TO ELIMINATE OR REDUCE ABSENCES

Data strategies may include: adjusting the school program or assignments, providing individualized or remedial instruction, providing appropriate vocational courses or work experiences, requiring attendance at an alternative school or program, or assisting parent or child to obtain supplementary services

SEVEN UNEXCUSED ABSENCES IN A MONTH OR FIFTEEN IN A YEAR

SCHOOL PREPARES AND FILES A PETITION (WHICH IS AUTOMATICALLY STAYED)

RCW 28A.225.030(2)(c) & Local Agreement with School Districts

Automatic Referral to KCJD Truancy Abatement Program

An agreement establishing school attendance requirements as an appropriate action to reduce a child's absences

SCHOOL-BASED COMMUNITY BOARD PROCESS WHERE ABATEMENT FAILS

KCJD Deems Abatement Not Appropriate

Petition is Against Both Student & Parent

Petition is Against Both Student & Parent

Non-Compliance with Abatement Agreement

KCJD REFERRAL TO SCHOOL-BASED COMMUNITY ENGAGEMENT BOARD (CEB)

Board must meet with student (8 or older), the parent, and a district representative within 20 days of referral
A CEB agreement establishing requirements appropriate to addressing truancy

Fail to Appear or Fail to Agree to CEB Action

Non-Compliance with CEB Agreement to Attend

KITSAP COUNTY JUVENILE TRUANCY COURT PROCESS WHERE CEB FAILS

CEB REFERRAL TO COURT - STAY LIFTED - COURT HEARING ON PETITION

If the court finds the allegations in the petition, the child is ordered to attend school
In the event the child continues to have unexcused absences the school files a contempt petition and upon contempt finding the court can impose community service, wraparound services, mentoring, or other interventions (28A.225.090). No detention may be ordered on the truant. Parents are only subject to a monetary fine of up to \$25 per day.