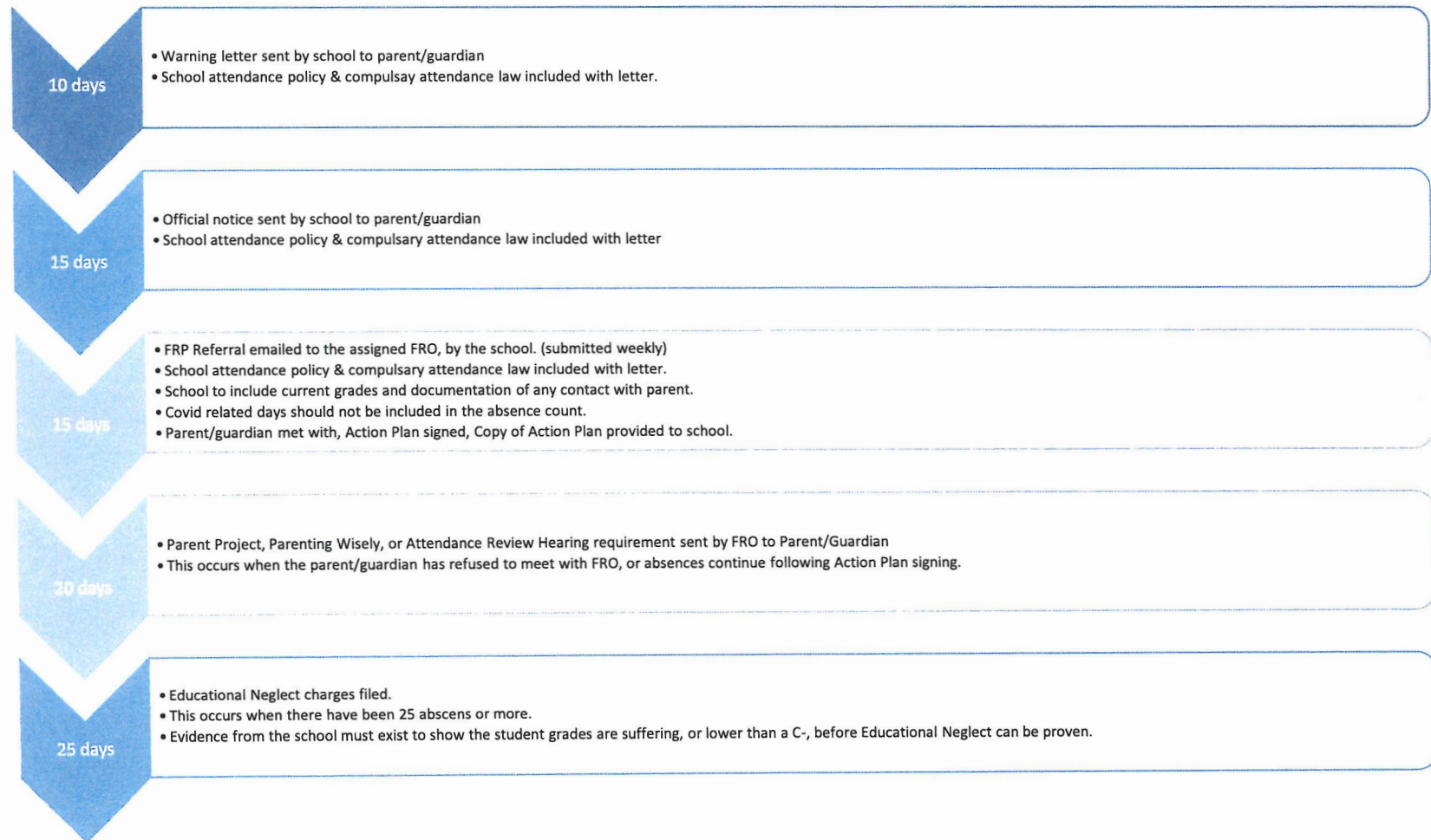


Family Resource Program Elementary/Intermediate

(Directed at the Parent/Guardian)



Steps to Success Middle School

(Directed at Student & Parent/Guardian)

10 days

- Warning letter sent by school to parent/guardian

15 days

- Official notice sent by school to parent/guardian
- School attendance policy & compulsory attendance law included with letter

15 days

- Referral emailed to the Prevention Services Coordinator (PSC), Lindsey Saltgaver, by the school. (submitted weekly)
- School to include current grades and documentation of any contact with parent.
- Covid related days should not be included in the absence count.
- Letter to attend Steps To Success is sent to the parent/guardian by Lindsey, from Probation.

- Following a second failure to appear, the Prevention Services Coordinator will notify the referring school to request a formal Probable Cause Affidavit for Truancy be filed with the Probation Department.
- Any continued absences, following the Truancy filing with probation should be reported to the PSC.

Why Try Truancy High School

(Directed at student only)

10 days

- Warning letter sent by school to parent/guardian

15 days

- Official notice sent by school to parent/guardian
- School attendance policy & compulsory attendance law included with letter

15 days

- Referral emailed to the Prevention Services Coordinator, Lindsey Saltgaver, by the school. (submitted weekly)
- School to include current grades and documentation of any contact with parent.
- Covid related days should not be included in the absence count.
- Letter to attend Why Try Truancy is sent to the parent/guardian by Lindsey, from Probation.

- Following a second failure to appear, the Prevention Services Coordinator will notify the referring school to request a formal Probable Cause Affidavit for Truancy be filed with the Probation Department.
- Any continued absences, following the Truancy filing with probation should be reported to the PSC.