

TEXAS COMPULSORY ATTENDANCE LAW

- School-age children are required to attend school every day classes are in session unless exempted by law.
- If a student has 10 or more unexcused days or parts of days within a six-month period in the same school year, the parent/guardian may be subject to legal action and possible fines and the student may be subject to being referred to truancy court.
- For more detailed information, see the ECISD Student/Parent Handbook.

ECISD BELIEVES

- Regular attendance is essential to benefit from teacher-led activities.
- Regular attendance contributes to academic and emotional well-being by enabling them to effectively utilize District resources in pursuit of their personal goals.
- Regular attendance enables each student to develop the academic and behavioral skills necessary to be a successful student and a productive citizen.
- Regular attendance is crucial to students' future endeavors both in and out of the classroom.
- Regular attendance helps instill academic excellence and develops responsible citizenship to compete and contribute in a global economy.

COMMUNITY RESOURCES

Alcohol / Substance Abuse

Alcoholics Anonymous	828-6235
Center for Health Care Services-Child Division	261-3500
Palmer Drug Abuse Program (RISE Recovery)	927-4644

Counseling

Family Life Center-St. Mary's University	438-6411
STAR Program	283-5183
Family Service Association	299-2400
Community Counseling Services	434-1054
Clarity Child Guidance Center	614-7070 or 616-0300
Jewish Family Services	533-1112
Catholic Charities Counseling	377-1133

Other

211 Texas (United Way)	211 or 227-4357
Missing Child/Runaway/San Antonio Police Youth Services	207-7660 or 207-7662
Children's Bereavement Center	736-4847

ECISD TRUANCY PREVENTION MEASURES FOR ALL STUDENTS

- Student/Parent Handbook - information in English and Spanish regarding Texas attendance laws, minimum attendance requirements, acceptable and unacceptable reasons for missing school, and permits to leave school during the school day
- Grade Book - secure website that gives detailed information regarding your child's daily performance at school
- Parent Link – District automated phone notification
- Meetings/Conferences – As needed
- Attention 2 Attendance-program to monitor and view student attendance
- Automated District attendance warning notice-sent on the 3rd, 6th, and 9th absence by mail (see dates below).
3rd _____ 6th _____ 9th _____
- Automated District notification for every absence by phone.

ECISD INDIVIDUAL ATTENDANCE PLAN

Student specific prevention/intervention measures

- Conduct face to face meeting with student
- Contact parent/guardian by phone
- Conduct face to face meeting with student and parent/guardian
- Issue campus attendance warning letter to student
- Deliver individualized campus attendance letter to student and parent/guardian (mailed or hand delivered)
- Initiate student attendance incentive
- Complete daily attendance sheet
- Schedule tutoring time with teacher(s)
- Refer to school counselor for available school counseling/resources
- Refer to detention/community service (before school, lunch, or after school).
- Assign Saturday School
- Restrict school activities
- Refer to In-School-Suspension (ISS)
- Contact student's Probation Officer
- Provide adult mentor
- Evaluate student's schedule and make changes if applicable
- Involve Attendance Officer
- Attend school daily without any unexcused absences.
- If I lost credits due to excessive absences, I will work with the Assistant Principal and/or counselor to enroll in a recovery program.
- Other: _____

Parent/guardian specific prevention measures

- Review attendance record and provide any missing medical or other documentation.
- Review attendance and performance through Gradebook.
- Provide encouragement and incentives to attend school and all classes on a daily basis.
- Provide information and/or appropriate documentation regarding the student's absence within 48 hours.
- Contact school Attendance Office to review and verify student's attendance.
- Communicate with teacher(s) by e-mail or phone regarding grades and attendance on a regular basis.
- Bring student to school and sign in at the Attendance Office
- Schedule parent/guardian – student – school counselor meetings
- Schedule parent/guardian– student – administrator meetings
- Advise parent/guardian to investigate community-based support programs
- Connect with ARD/504 committees if appropriate
- Other: _____

Campus specific prevention measures

- Develop, review and evaluate Individual Attendance Plan participation by student and parent/guardian
- Make appropriate contact with student and parent/guardian .
- Deliver campus attendance warning letter to parent/guardian (via student or mail).
- Provide community service information.
- Contact Attendance Officer and file court referral.
- Investigate parent/guardian use of community-based support programs
- Other: _____

TRUANCY INTERVENTION MEASURES

After collaboration with the student and parent/guardian, the campus administration has initiated the following Individualized Attendance Plan not to exceed 45 days:

Parent/Guardian Signature

Beginning _____ to _____ : _____

Continued _____ to _____ : _____

Continued _____ to _____ : _____

Print Student Name ID# Date

Student Signature School Name Grade

Administrator Signature Date

East Central Independent School District



Attendance Prevention and Intervention