



# TRUANCY ABSENTEEISM PREVENTION PROCEDURES

## GOVERNOR MIFFLIN SCHOOL DISTRICT

In accordance with Pennsylvania Law, every student aged between six (6) and eighteen (18) must attend school daily (this includes students enrolled in kindergarten). This requirement applies to students, including those enrolled in kindergarten, until they either attain the age of 18 or successfully graduate\*. Under this law, a student is considered truant at 3 unexcused absences, and habitually truant at 6 unexcused absences. The GMSD plan is aligned to both county and state guidelines for addressing student truancy.

*\*The parent/Guardian of a child in kindergarten may formally withdraw their child from school prior to reaching compulsory school age (age six). If withdrawn the child would no longer be subject to compulsory school laws until they turn six (6) years old.*

Number of Unexcused Absences (UAB)	Action That Will Be Taken
<b>After Every UAB</b>	GMSD Families will receive an automated phone call advising their child has missed one or more periods that day
<b>3</b>	After the third unexcused absence, families will receive a call regarding the absence. In addition, a letter will be sent to the address on file advising the family that the student has accumulated three unexcused absences.
<b>6</b>	<p>After the sixth unexcused absence, families will receive a call regarding the absence. In addition, a letter will be sent to the address on file advising the family that the student has accumulated six unexcused absences.</p> <p>A School Attendance Improvement Conference (SAIC) Letter will be sent home advising the family of the date and time for the School Attendance Improvement Conference</p> <p>A school administrator will call the family on the date and time to hold the School Attendance Improvement Conference. It may be requested for the School Attendance Improvement to be held in person. This will be at the discretion of the school administration.</p>
<b>9</b>	<p>After the ninth unexcused absence a school Social Worker will check in with the family. Possible home visit.</p> <p>School personnel will support the student through Check-In/Check-out process (at Administrators discretion)</p> <p>A school administrator will support the family through a SAM/ASAP Referral. If the student has a JPO, the school will support the family by contacting the JPO.</p>
<b>10</b>	A school administrator will have a Truancy Citation Issued to the family