

**EXCESSIVE ABSENCES (NON-EXEMPT OR TRUANCY)**

The following interventions and/or consequences may be used at any time to address the needs of students who have missed classroom instruction due to excessive (non-exempt and/or truanancies) absences.

Tiers	Interventions	Consequences
<i>Tier 1 (1 or more truanancies)</i>	<ul style="list-style-type: none"> <li>• Written notification of truancy to student</li> <li>• Automated call home advising of truancy</li> <li>• Conference with student</li> <li>• Conference with parent</li> </ul>	<ul style="list-style-type: none"> <li>• Zeros for work missed due to truancy</li> <li>• Detentions</li> <li>• Friday School</li> </ul>
<b>Tier 2 (5-14 class truanancies, 5-14 tardy truanancies and/or 36 non-exempt absences)</b> <b>Truanancies and tardy truanancies count toward the non-exempt absences.</b>	<ul style="list-style-type: none"> <li>• Attendance Education Class</li> <li>• Conference with student</li> <li>• Conference with parent</li> <li>• Saturday School</li> </ul>	<ul style="list-style-type: none"> <li>• Detentions</li> <li>• Friday School</li> <li>• Saturday School</li> <li>• PASS (Positive Alternative to Suspension (in school suspension program)).</li> <li>• Out of school suspension</li> <li>• Restriction of privileges</li> </ul>
<b>Tier 3 (15 or more class truanancies, 15 or more tardy truanancies and/or 48 non-exempt class absences)</b> <b>Truanancies and tardy truanancies count toward the non-exempt absences.</b>	<ul style="list-style-type: none"> <li>• Attendance Contract</li> <li>• Conference with student</li> <li>• Conference with parent</li> <li>• Referral to community support agency</li> <li>• Saturday School</li> <li>• Attendance Education Class</li> <li>• Uniform Notice of Offense referral to Tippecanoe County Youth Services for attendance intervention</li> </ul>	<ul style="list-style-type: none"> <li>• Uniform Notice of Offense referral to Tippecanoe County Youth Services for attendance intervention</li> <li>• Loss of Work Permit</li> <li>• Loss of Driver's License</li> <li>• Credit denial</li> <li>• Withdrawal from class assign failing grade</li> <li>• Detention</li> <li>• Friday School</li> <li>• Saturday School</li> <li>• PASS (Positive Alternative to Suspension (in school suspension program)).</li> <li>• Out of school suspension</li> <li>• Attendance Education Class</li> <li>• Restriction of privileges</li> <li>• Expulsion Agreement</li> </ul>
<b>Tier 4 (16 or more class truanancies, 16 or more tardy truanancies and/or 49 non-exempt class absences)</b> <b>Truanancies and tardy truanancies count toward the non-exempt absences.</b>		<ul style="list-style-type: none"> <li>• Expulsion</li> </ul>

**MAKE-UP WORK**

All students are permitted to make up all class and homework missed, except for cases of truancy or absences that exceed five (5) non-exempt absences but under the following conditions:

1. The request for the make-up work must be initiated by the student. Any make-up work that is not arranged with the teacher by the end of the 2nd day of returning to class will not qualify for class points.
2. The deadline for completing and submitting make-up work is set by the teacher who will allow at least one day for each day of absence, except at the end of a semester.
3. Student absences due to field trips and/or school programs are exempt absences. Students must be given the opportunity to make up work missed for exempt absences regardless of their attendance status in the class.
4. The student should be encouraged to complete make-up work before the time of an absence if the absence is scheduled in advance.
5. In general, the student will not be held responsible for making up an assignment or test on the day following an absence if the work was announced during the time of the absence. If the assignment or test was announced (verbally or on a written assignment sheet) prior to the absence, the student will be responsible for the assignment or test on the day the absent student returns to class.
6. A student truant from school will receive failing grades for work missed and will not be allowed to make up such work. (NOTE: All absences which a parent/guardian has not verified for the student are considered truanancies.)
7. During a period of illness or absence for other causes acceptable to the school administration, homebound instruction may be provided through Greater Lafayette Area Special Services.
8. The administration reserves the right to act on a case by case basis.