



Dear parent or guardian:

As you know, we place much emphasis upon attendance at Caughman Road Elementary and in Richland County School District One. We believe that only by regular attendance your child can best benefit from the academic programs we have to offer.

If your child visited the doctor, please provide a medical statement. Please be advised that only ten parent notes will be accepted during the school year.

The Richland County School District One policy states that after three consecutive or five cumulative unexcused absences parent(s)/guardian(s) will be notified by letter and required to come to school to develop an Attendance Intervention Plan. Please call me at 803-626-2965 if you have any questions or concerns.

The revised South Carolina Compulsory School Attendance Law states that if you fail to participate in developing the Attendance Intervention Plan and your child continues to have unexcused absences, the school could file a petition with the Richland County Family Court and make a report to the Department of Social Services for educational neglect.

Thanks for your help with keeping our student attendance in good standards.

Mayara DaSilva, LMSW

School Social Worker