

Students**CHRONIC ABSENCE AND TRUANCY**

The Governing Board recognizes that absenteeism, whatever the cause, may be an early warning sign of poor academic achievement and may put students at risk of dropping out of school. The Board desires to ensure that all students attend school in accordance with the state's compulsory education law and take full advantage of educational opportunities provided by the district, and that students who are identified as chronically absent or truant receive appropriate support services and interventions as early as possible.

The Superintendent or designee shall establish a system to accurately track student attendance in order to identify individual students who are chronic absentees and truants, as defined in law and administrative regulation, and to identify patterns of absence throughout the district.

The Superintendent, attendance supervisor, or designee shall consult with students, parents/guardians, school staff, and community agencies, as appropriate, to identify factors contributing to chronic absence and truancy, including in relation to grade level and student subgroup patterns of chronic absence and truancy.

The Superintendent, attendance supervisor, or designee shall develop a tiered approach to reducing chronic absence. Such an approach shall include strategies for preventing attendance problems, which may include, but are not limited to, efforts to provide a safe and positive school environment; relevant and engaging learning experiences; school activities that help develop students' feelings of connectedness with the school; including personalized relationships between students and teachers and/or support staff school-based health services; letters alerting parents/guardians to the value of regular school attendance, including the use of bilingual aides and communication in the primary language used by parents/guardians; and incentives and rewards to recognize students who achieve excellent attendance or demonstrate significant improvement in attendance.

The tiered approach shall also provide for early outreach to students as soon as they show signs of poor attendance or if they were chronically absent in the prior school year. Early intervention may include personalized outreach, individual attendance plans, and/or mentoring to students with moderate levels of chronic absence, with additional intensive, interagency wrap-around services for students with the highest level of absence.

Students with serious attendance problems shall be provided with interventions specific to their needs, which may include, but are not limited to, health care referrals; transportation assistance; counseling, including trauma-informed practices, for mental or emotional difficulties; academic supports; efforts to address school or community safety concerns; discussions with the student and parent/guardian about their attitudes regarding schooling; or other strategies to remove identified barriers to school attendance. The Superintendent, attendance supervisor, or designee may collaborate with child welfare services, law enforcement, courts, public health care agencies, other government agencies, and/or medical, mental health, and oral health care providers to make alternative educational programs and support services available for students and families.

Students

CHRONIC ABSENCE AND TRUANCY

The Superintendent or designee shall ensure that staff assigned to fulfill attendance-related duties are trained in implementing a trauma-informed approach to chronic absence and receive information about the high correlation between chronic absence and exposure to adverse childhood experiences

Students who are identified as chronically absent or truant shall be subject to the interventions specified in law and administrative regulation.

To provide students with an opportunity to make up lost instructional time and offset absences, the Superintendent or designee may implement an attendance recovery program for students in grades transitional kindergarten-12-8 Any such attendance recovery program shall be operated in accordance with Education Code 46211 and as specified in the accompanying administrative regulation.

A student's truancy, tardiness, or other absence from school shall not be the basis for suspension or expulsion. Alternative strategies and positive reinforcement for attendance shall be used whenever possible.

The Superintendent, attendance supervisor, or designee shall periodically report to the Board regarding student attendance patterns in the district, including rates of chronic absence and truancy districtwide and for each school, grade level, and numerically significant student subgroup as defined in Education Code 52052. Such information shall be used to evaluate the effectiveness of strategies implemented to reduce chronic absence and truancy and to develop annual goals and specific actions for student attendance and engagement to be included in the district's local control and accountability plan and other applicable school and district plans. As appropriate, the Superintendent or designee shall engage school staff in program evaluation and improvement and in the determination of how to best allocate available community resources.

Legal Reference:

<u>State</u>	<u>Description</u>
5 CCR 306	Explanation of absence
5 CCR 420-424	Record of verification of absence due to illness and other causes
Ed. Code 1740	Employment of personnel to supervise attendance
Ed. Code 37223	Weekend classes
Ed. Code 44266	Pupil Personnel Services credential
Ed. Code 46000	Attendance records
Ed. Code 46010-46015	Absences
Ed. Code 46110-46120	Attendance in kindergarten and elementary schools
Ed. Code 46140-46148	Attendance in junior high and high schools
Ed. Code 46210-46211	Attendance recovery programs
Ed. Code 48200-48208	Children ages 6-18; compulsory full-time attendance
Ed. Code 48225.5	Work permits; entertainment and allied industries
Ed. Code 48240-48246	Supervisors of attendance
Ed. Code 48260-48273	Truants

Students**CHRONIC ABSENCE AND TRUANCY**

Legal Reference:

State

Ed. Code 48290-48297
 Ed. Code 48320-48325
 Ed. Code 48326
 Ed. Code 48340-48341
 Ed. Code 48400-48403
 Ed. Code 48900
 Ed. Code 49067
 Ed. Code 52052
 Ed. Code 60901
 Gov. Code 54950-54963
 Pen. Code 270.1
 Pen. Code 272

Pen. Code 830.1
 Veh. Code 13202.7

W&I Code 11253.5
 W&I Code 256-258
 W&I Code 601-601.5

Management Resources

Attendance Works Publication
 Attendance Works Publication

Attendance Works Publications

Attendance Works Publications
 Attendance Works Publications

California Department of
 Education Publication
 California Department of
 Education Publication
 Court Decision

CSBA Publication

CSBA Publication

Description

Failure to comply; complaints against parents
 School attendance review boards
 Absence intervention teams
 Improvement of student attendance
 Compulsory continuation education
 Grounds for suspension or expulsion
 Unexcused absences as cause of failing grade
 Accountability; numerically significant student subgroups
 Chronic absence
 The Ralph M. Brown Act
 Chronic truancy; parent/guardian misdemeanor
 Parent/guardian duty to supervise and control minor child;
 criminal liability for truancy
 Peace officers
 Driving privileges; minors; suspension or delay for habitual
 truancy
 Compulsory school attendance; [eligibility for aid](#)
 Juvenile hearing officer
 Habitually truant minors

Description

[District Attendance Tracking Tool](#)
[The Power of Positive Connections: Reducing Chronic
 Absence Through PEOPLE: Priority Early Outreach for
 Positive Linkages and Engagement, 2014](#)
[Bringing Attendance Home: Engaging Parents in Preventing
 Chronic Absence, 2015](#)
[School Attendance Tracking Tool](#)
[For School Board Members: Frequently Asked Questions
 About Chronic Absence](#)
[School Attendance Improvement Strategies](#)

[School Attendance Review Boards Handbook & Forms](#)

 L.A. v. Superior Court of San Diego County, (2012) 209
 Cal.App.4th 976
[Research supported strategies to improve the accuracy and
 fairness of grades, July 2016](#)
[Seize the Data: Using Chronic Absence Data to Drive Student
 Engagement, March 2024](#)

Students

CHRONIC ABSENCE AND TRUANCY

Legal Reference:

<u>Management Resources</u>	<u>Description</u>
Website	CSBA District and County Office of Education Legal Services
Website	California Healthy Kids Survey
Website	California School Climate, Health, and Learning Survey System
Website	CSBA
Website	Attendance Works
Website	California Association of Supervisors of Child Welfare and Attendance
Website	California Department of Education

Policy Adopted: December 14, 2023
Revised: December 11, 2025

WESTMINSTER SCHOOL DISTRICT
Westminster, California