

Eagle Rock Elementary Student Attendance Policy

All student absences and tardies need a written note upon the student's return to school.

Please plan for:

- Family vacations for non-school days only.
- Schedule non-emergency medical and dental appointments after school hours.
- Make sure your child's school has your accurate daytime contact information, including mobile phone number and/or e-mail address.
- Communicate often with your child's teachers.
- Make your school aware of any problems that may be causing your child to miss school.

Every student is expected to attend school on a daily basis unless there is valid justification for his/her absence (EC 48200). Do not allow your child to have parent permitted trancies. These trancies are best described as absences for reasons other than what the law allows. They may include the following: personal business, car problems, no clean clothes, rain, and walkouts and/or demonstrations.

Excused absences are:

- Due the student's personal illness
- Due to quarantine under the direction of a county or city health officer
- For the purpose of having medical, dental, optometric or chiropractic services rendered.
- For the purpose of attending the funeral services of a member of his or her immediate family, so long as the student's absence is not more than one day if the service is conducted in California and not more than three days if the service is conducted outside California.
- For the purpose of jury duty in the manner provided for by law.
- For justifiable personal reasons including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of his or her religion, attendance at religious retreats or attendance at an employment conference when the pupil's absence has been requested in writing by the parent or guardian and approved by the principal or a designated representative.

Unexcused Absences

Any absence for reasons other than those listed as **EXCUSED ABSENCES** are deemed unexcused. The District is required by law to seek an explanation (a written note or verbal justification) regarding all absences. Upon the third unexcused or unexcused absence for more than any 30-minute period from school in any school year, the student may be classified as a truant. This could be grounds for referral to the SARB and on to the City or District Attorney's Office for possible prosecution.

ABSENCES FOR RELIGIOUS PURPOSES

Pupils who are members of religions that observe religious holidays that fall on school days may be excusable from school by making prior arrangements, as specified by the school principal and with written parental/guardian request [Education Code Section 48205 (a)(7)]. Additionally, students may be absent to attend a religious retreat, not to exceed four hours per semester [Education Code Section 48205(c)]. Such absences are considered excused absences, and pupils so absent are responsible for making up work missed.

TRUANCY

Any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without valid excuse three full days in one school year or tardy or absent for more than any 30-minute period during the school day without a valid excuse on three occasions in one school year, or any combination thereof is a truant and shall be reported to the attendance supervisor or to the superintendent of the school district. (EC 48260) District policy requires schools to notify parents by mail upon a student's initial classification as a truant.

The first mandated truancy notification states:

- That the parent or guardian is obligated to compel the attendance of the pupil at school.
- That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution.
- That alternative educational programs are available in the district.
- That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.
- That the pupil may be subject to prosecution.
- That the pupil may be subject to suspension, restriction or delay of the pupil's driving privilege.
- That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.

Any pupil is deemed a habitual truant who has been reported as a truant three or more times per school year after an appropriate district officer or employee has made a conscientious effort to hold at least one conference with the parent or guardian of the pupil and the pupil.

Any pupil who is deemed a habitual truant or is irregular in attendance in school or is habitually insubordinate or disorderly during attendance at school may be referred to a School Attendance Review Board (SARB). The notice shall indicate that the pupil and parents or guardians of the pupil will be required to meet with the School Attendance Review Board. There is a SARB held in each local district.

Any minor who is required to be reported as a truant may be required to attend makeup classes conducted on one day of a weekend (Saturday School Program).

In the event that any parent, guardian, student, or other person continually and willfully fails to respond to directives of the SARB or services provided, the SARB shall direct the school district to make and file in the proper court a criminal complaint against the parent, guardian, student, or other person charging the violation and shall see that the charge is prosecuted by the proper authority.

The District is in partnership with the Los Angeles County Office of the District Attorney and the Los Angeles Office of the City Attorney to provide services to parents of truant students.