*Courses of Action for Truancy (Part of TRCS Policy 5.01)*

* ***Truancy: 3 times absent or tardy over 30 minutes without a valid excuse.***
* ***Chronically Truant: 3 times truant***
* ***Habitually Truant: 10% (18 days) without a valid excuse within the school year.***

*First Truancy :*

*1.EC* Section 48260.5: Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent or guardian, by using the most cost-effective method possible, which may include electronic mail or a telephone call:

(a) That the pupil is a truant.

(b) That the parent or guardian is obligated to compel the attendance of the pupil at school.

(c) That parents or guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290) of Chapter 2 of Part 27.

(d) That alternative educational programs are available in the district.

(e) That the parent or guardian has the right to meet with appropriate school personnel to discuss solutions to the pupil's truancy.

(f) That the pupil may be subject to prosecution under Section 48264.

(g) That the pupil may be subject to suspension, restriction, or delay of the pupil's driving privilege pursuant to Section 13202.7 of the *Vehicle Code*.

(h) That it is recommended the parent or guardian accompany the pupil to school and attend classes with the pupil for one day.

2. 2nd Truancy: Director meets or attempts to meet, with parents.

*3.3rd Truancy: EC* Section 48262: Any pupil is deemed a habitual truant who has been reported as a truant three or more times per school year, provided that no pupil shall be deemed a habitual truant unless an appropriate district officer or employee has made a conscientious effort to hold at least one conference with a parent or guardian of the pupil and the pupil himself, after the filing of either of the reports required by Section 48260 or Section 48261. For the purposes of this section, a conscientious effort means attempting to communicate with the parents of the pupil at least once using the most cost-effective method possible, which may include electronic mail or a telephone call.

4.After deemed a Habitual Truant, a student shall be referred to a School Attendance Review Board. The School Attendance Review Board shall be made up of at least one Board Member, the School Director, and the student’s teacher. The School Attendance Review Board shall develop a plan for the student with the parent’s cooperation which may include a combination of these following actions:

* Make-up classes, including detention, Saturday School, or after school study sessions.
* Summer sessions
* Recommended Retention if a significant amount of the work is incomplete and it is determined the student cannot make it up.
* Parents attending school with the student

A Student Attendance Review Board follow-up meeting should be set to determine if the student has corrected his/her behavior in regards to attendance. If not, then the Student Attendance Review Board will make a recommendation as to the next step, which may be:

1. Recommend a plan to be implemented at school or
2. Refer the matter to the County Office of Education, the County Probation Officer or the District Attorney.