

Regulation 5113.1: Chronic Absence And Truancy

Status: DRAFT

Original Adopted Date: 01/13/2009 | Last Revised Date: 10/16/2018 | Last Reviewed Date: 10/16/2018

Definitions

Chronic absentee means a student who is absent for any reason on 10 percent or more of the school days in the school year, when the total number of days the student is absent is divided by the total number of days the student is enrolled and school was actually taught in the regular schools of the district, exclusive of Saturdays and Sundays. (Education Code 60901)

Truant means a student who is absent from school without a 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. (Education Code 48260)

Habitual truant means a student who has been reported as a truant three or more times within the same school year, provided the district has made a conscientious effort to hold at least one conference with the student and his/her parent/guardian after either of the two previous reports. (Education Code 48262, 48264.5)

Chronic truant means a student who has been absent from school without a valid excuse for 10 percent or more of the school days in one school year, from the date of enrollment to the current date, provided the district has met the requirements of Education Code 48260, 48260.5, 48261, 48262, 48263, and 48291. (Education Code 48263.6)

For purposes of classifying a student as a truant, valid excuse includes, but is not limited to, the reasons for which a student shall be excused from school pursuant to Education Code 48205 and 48225.5. A valid excuse may include other reasons that are within the discretion of school administrators and, based on the facts of the student's circumstances, are deemed to constitute a valid excuse. (Education Code 48260)

Addressing Chronic Absence

When a student is identified as a chronic absentee, a site administrator or designee shall communicate with the student and his/her parent/guardian to determine the reason(s) for the excessive absences, ensure the student and parent/guardian are aware of the adverse consequences of poor attendance, and jointly develop a plan for improving the student's school attendance:

The student may be referred to a student success team or school attendance review team (SART) to assist in evaluating the student's needs and identifying strategies and programs that may assist him/her.

A student who is struggling academically may be offered tutoring or other supplemental instruction, extended learning opportunities, and/or alternative educational options as appropriate.

Whenever chronic absenteeism is linked to a health issue or nonschool condition, a site administrator or designee may recommend school or community resources and/or collaborate with community agencies and organizations to address the needs of the student and his/her family.

Addressing Truancy

An attendance supervisor or designee, peace officer, probation officer, or school administrator or designee may, as applicable, arrest or assume temporary custody during school hours of any minor student found away from his/her home who is absent from school without a valid excuse. Any person arresting or assuming temporary custody of a minor student shall deliver the student and make reports in accordance with Education Code 48265 and 48266. (Education Code 48264, 48265, 48266)

The Superintendent or designee shall investigate a complaint from any person that a parent/guardian has violated the state compulsory education laws contained in Education Code 48200-48341. (Education Code 48290)

When a student has been identified as a truant as defined above, the following steps shall be implemented based on the number of trancies he/she has committed:

1. Initial truancy

- a. The student shall be reported to the Superintendent or designee. (Education Code 48260)

- a. The student's parent/guardian shall be notified by the most cost-effective method possible, which may include email or a telephone call, that: (Education Code 48260.5)

- i. The student is truant.

- i. The parent/guardian is obligated to compel the student to attend school. If the parent/guardian fails to meet this obligation, he/she may be guilty of an infraction of the law and subject to prosecution pursuant to Education Code 48290-48296.

- i. Alternative educational programs are available in the district.

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- i. The parent/guardian has the right to meet with appropriate school personnel to discuss solutions to the student's truancy.
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- i. The student may be subject to arrest or held in temporary custody by a probation officer, a peace officer, a school administrator or designee, or attendance supervisor or designee pursuant to Education Code 48264 if found away from home and absent from school without a valid excuse.
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- i. The student may be subject to suspension, restriction, or delay of his/her driving privilege pursuant to Vehicle Code 13202.7.
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- i. It is recommended that the parent/guardian accompany the student to school and attend classes with the student for one day.
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- a. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)
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- a. The student and, as appropriate, his/her parent/guardian may be requested to attend a meeting with a school counselor or other school designee to discuss the root causes of the attendance issue and develop a joint plan to improve the student's attendance. (Education Code 48264.5)
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- a. The Superintendent or designee may notify the district attorney and/or probation officer of the student's name and the name and address of his/her parents/guardians. (Education Code 48260.6)

1. Second truancy

- a. Any student who has once been reported as a truant shall again be reported to the Superintendent or designee as a truant if he/she is absent from school without a valid excuse one or more days or is tardy on one or more days during the school year. (Education Code 48261)
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- a. The student may be required to attend makeup classes on one day of a weekend pursuant to Education Code 37223. (Education Code 48264.5)
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- a. The student may be assigned to an after-school or weekend study program within the county. If the student fails to successfully complete this study program, he/she shall be subject to item #3 below. (Education Code 48264.5)
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- a. An appropriate district staff member shall make a conscientious effort to hold at least one conference with the student and his/her parent/guardian by communicating with the parent/guardian at least once using the most cost-effective method possible, which may include email or a telephone call. (Education Code 48262)
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- a. The student may be given a written warning by a peace officer. A record of that warning may be kept at the school for not less than two years or until the student graduates or transfers from the school. If the student transfers, the record may be forwarded to the new school. (Education Code 48264.5)
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- a. The Superintendent or designee may notify the district attorney and/or probation officer when the student continues to be classified as a truant after the parents/guardians have been notified in accordance with item #1b above. (Education Code 48260.6)

1. Third truancy (habitual truancy)

- a. A student who is habitually truant, irregular in school attendance, or habitually insubordinate or disorderly during attendance at school may be referred to, and required to attend, a school attendance review team (SART), a school attendance review board (SARB) program, a truancy mediation program established by the district attorney or the probation officer, or a comparable program deemed acceptable by the Superintendent or designee. (Education Code 48263, 48264.5)
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- a. Upon making a referral to the SARB or the probation department, the Superintendent or designee shall provide the student and parent/guardian, in writing, the name and address of the SARB or probation department and the reason for the referral. This notice shall indicate that the student and parent/guardian shall be required, along with the district staff person making the referral, to meet with the SARB or a probation officer to consider a proper disposition of the referral. (Education Code 48263)
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- a. If the student does not successfully complete the truancy mediation program or other similar program, he/she shall be subject to item #4 below. (Education Code 48264.5)
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- a. If the Superintendent or designee determines that available community services cannot resolve the problem of the truant or insubordinate student or if the student and/or his/her parents/guardians have failed to respond to the directives of the district or to services provided, the Superintendent or designee may so notify the district attorney and/or the probation officer. (Education Code 48263)

1. Fourth truancy

- a. Upon his/her fourth truancy within the same school year, the student may be referred to the jurisdiction of the juvenile court. (Education Code 48264.5; Welfare and Institutions Code 601)
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- a. If a student has been adjudged by the county juvenile court to be a habitual truant, the Superintendent or designee shall notify the juvenile court and the student's probation or parole officer whenever the student is truant or tardy on one or more days without a valid excuse in the same or succeeding school year, or is habitually insubordinate or disorderly at school. The juvenile court and probation or parole officer shall be notified within 10 days of the violation. (Education Code 48267)

1. Chronic truancy (unexcused absence for 10 percent of school days)

- a. The Superintendent or designee shall ensure that the student's parents/guardians are offered language-accessible support services to address the student's truancy.
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- a. If a chronically truant student is at least age six years and is in any of grades K-8, the Superintendent or designee shall notify the student's parents/guardians that failure to reasonably supervise and encourage the student's school attendance may result in the parent/guardian being found guilty of a misdemeanor pursuant to Penal Code 270.1.

Records

The Superintendent or designee shall maintain accurate attendance records for students identified as habitual or chronic truants. The Superintendent or designee also shall document all contacts with a student and his/her parent/guardian regarding the student's attendance, including a summary of all conversations and a record of all intervention efforts.

The Superintendent or designee shall gather and transmit to the County Superintendent of Schools the number and types of referrals made to the SARB and of requests for petitions made to the juvenile court. (Education Code 48273)

The Governing Board believes 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.

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.

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, school-based health services, letters alerting parents/guardians to the value of regular school attendance, 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 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.

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.

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.

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

State References

	Description
5 CCR 306	Explanation of absence
5 CCR 420-421	Record of verification of absence due to illness and other causes
Ed. Code 1740-1742	Employment of personnel to supervise attendance (county superintendent)
Ed. Code 37223	Weekend classes
Ed. Code 46000	Records (attendance)
Ed. Code 46010-46014	Absences

Ed. Code 46110-46119	Attendance in kindergarten and elementary schools
Ed. Code 46140-46147	Attendance in junior high and high schools
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
Ed. Code 48290-48297	Failure to comply; complaints against parents
Ed. Code 48320-48325	School attendance review boards
Ed. Code 48340-48341	Improvement of student attendance
Ed. Code 48400-48403	Compulsory continuation education
Ed. Code 48900	Suspension and/or expulsion
Ed. Code 49067	Unexcused absences as cause of failing grade
Ed. Code 52052	Accountability; numerically significant student subgroups
Ed. Code 60901	Chronic absence
Gov. Code 54950-54963	The Ralph M. Brown Act
Pen. Code 270.1	Chronic truancy; parent/guardian misdemeanor
Pen. Code 272	Parent/guardian duty to supervise and control minor child; criminal liability for truancy
Pen. Code 830.1	Peace officers
Veh. Code 13202.7	Driving privileges; minors; suspension or delay for habitual truancy
W&I Code 11253.5	Compulsory school attendance
W&I Code 256-258	Juvenile hearing officer
W&I Code 601-601.4	Habitually truant minors

Management Resources References

Description

Attendance Works Publication	Count Us In! Working Together to Show that Every School Day Matters, 2014
Attendance Works Publication	The Power of Positive Connections: Reducing Chronic Absence Through PEOPLE: Priority Early Outreach for Positive Linkages and Engagement, 2014
California Department of Education Publication	School Attendance Review Board Handbook: A Road Map for Improved School Attendance and Behavior, 2015
California Department of Education Publication	School Attendance Improvement Handbook, 2000
Court Decision	L.A. v. Superior Court of San Diego County, (2012) 209 Cal.App.4th 976
CSBA Publication	Attendance Awareness Month, Fact Sheet, September 2014
Website	California Healthy Kids Survey - https://simbli.eboardsolutions.com/SU/pB1UyKy4ocu6w934wTYg4g==
Website	California School Climate, Health, and Learning Survey System - https://simbli.eboardsolutions.com/SU/ToYDgkpVkJtPlEyZMliOslw==
Website	CSBA - https://simbli.eboardsolutions.com/SU/W3QxkK2FPsDsQBnMIENxGg==
Website	Attendance Works - https://simbli.eboardsolutions.com/SU/lkslsh86ee7gS53KQ0cWlpeNA==
Website	California Association of Supervisors of Child Welfare and Attendance - https://simbli.eboardsolutions.com/SU/slshiEodree3fVc5OJdfTep9g==

Website California Department of Education -
<https://simbli.eboardsolutions.com/SU/os2jq5DcA2RawmY2VZ5FZQ==>

Cross References

Description

- 0450 Comprehensive Safety Plan -
<https://simbli.eboardsolutions.com/SU/XVeModcEEplusmIKmIViNyG8g==>
- 0450 Comprehensive Safety Plan -
<https://simbli.eboardsolutions.com/SU/vQZUWC8qslshfqZpV1MmtaRBg==>
- 0460 Local Control And Accountability Plan -
<https://simbli.eboardsolutions.com/SU/Oa8UxEDuhq6BH2zsd274XA==>
- 0460 Local Control And Accountability Plan -
<https://simbli.eboardsolutions.com/SU/8eaD94eHfiVAA8KyIGL0hw==>
- 4119.41 Employees With Infectious Disease -
<https://simbli.eboardsolutions.com/SU/UW7i21Bcj9ORkQ5ObHAUAQ==>
- 4219.41 Employees With Infectious Disease -
<https://simbli.eboardsolutions.com/SU/NpZq3EcMaaBylSSsQZkUvw==>
- 4319.41 Employees With Infectious Disease -
<https://simbli.eboardsolutions.com/SU/U6X8VCGYePZQtETEvG6GyQ==>
- 5030 Student Wellness -
<https://simbli.eboardsolutions.com/SU/aWkPBgslshQGAKepvUCWXMslsh2Q==>
- 5112.1 Exemptions From Attendance -
<https://simbli.eboardsolutions.com/SU/DwjOJAIPFhxtwLcplusMe5h3Q==>
- 5112.1 Exemptions From Attendance -
<https://simbli.eboardsolutions.com/SU/0jLlvZaaM8IEztuPue8Zkw==>
- 5112.5 Open/Closed Campus -
<https://simbli.eboardsolutions.com/SU/FRe5EcSykxfW0pfhI55MJQ==>
- 5113 Absences And Excuses -
<https://simbli.eboardsolutions.com/SU/5WjNpF3QWadlewTbgJwn2Q==>
- 5113 Absences And Excuses -
<https://simbli.eboardsolutions.com/SU/Nr0hpqWFRbmYmhrMwSDvfA==>
- 5113.2 Work Permits -
<https://simbli.eboardsolutions.com/SU/eli3XMbfpV7njNXg2yhuRA==>
- 5113.2 Work Permits -
<https://simbli.eboardsolutions.com/SU/Ve5FcUtDfFM1z8hHliUf0Q==>
- 5116.2 Involuntary Student Transfers -
<https://simbli.eboardsolutions.com/SU/ru0IMdsbPSzLWf7slshv1bpfQ==>
- 5117 Interdistrict Attendance -
<https://simbli.eboardsolutions.com/SU/404ggTkfcRWALKOslshslshkwxtg==>
- 5117 Interdistrict Attendance -
<https://simbli.eboardsolutions.com/SU/3qJXyPPeZYc0NslshwplusOMDEIA==>
- 5121 Grades/Evaluation Of Student Achievement -
<https://simbli.eboardsolutions.com/SU/uPNYjk50sJ2NvxtkZfKztw==>
- 5121 Grades/Evaluation Of Student Achievement -
<https://simbli.eboardsolutions.com/SU/vO1S3m4o9FTMVzxY28HSCQ==>
- 5125 Student Records -
<https://simbli.eboardsolutions.com/SU/tWHWUiPwslshr1YYPUpusvwMslshmQ==>
- 5125 Student Records -
<https://simbli.eboardsolutions.com/SU/BVqShG6XWi846acAF21eCA==>
- 5126 Awards For Achievement -
<https://simbli.eboardsolutions.com/SU/ayYMSd70ULw91EOTN3atTA==>

5126	Awards For Achievement - https://simbli.eboardsolutions.com/SU/wplus5C3gctv8oGpnNtCwIFPw==
5131	Conduct - https://simbli.eboardsolutions.com/SU/oezrvho4udtcG6mgjR8e3w==
5131.2	Bullying - https://simbli.eboardsolutions.com/SU/qASFpuS5ozE6wCBVNSx9gA==
5131.2	Bullying - https://simbli.eboardsolutions.com/SU/qgO2Xc5j2ZloRSmslshVbxwqA==
5131.4	Student Disturbances - https://simbli.eboardsolutions.com/SU/LI3WnRLoXmLkeMY3u4u1bw==
5131.4	Student Disturbances - https://simbli.eboardsolutions.com/SU/UqQ9HwSmY1ubUAbnvCCAzw==
5141.21	Administering Medication And Monitoring Health Conditions - https://simbli.eboardsolutions.com/SU/en0s7lm7vNeslshGrwqbSZYag==
5141.21	Administering Medication And Monitoring Health Conditions - https://simbli.eboardsolutions.com/SU/rk62l2KQd47OPtFCjcsWSg==
5141.33	Head Lice - https://simbli.eboardsolutions.com/SU/ukslshpfd5plusP12LBAAdDslshrdeUg==
5141.6	School Health Services - https://simbli.eboardsolutions.com/SU/PHI14K6HGZLv1uutyHg3Cg==
5141.6	School Health Services - https://simbli.eboardsolutions.com/SU/IDF5UhA2UC1W84k0ddjldg==
5144	Discipline - https://simbli.eboardsolutions.com/SU/VKfDusQz4wO4ztggq0xR0Q==
5144	Discipline - https://simbli.eboardsolutions.com/SU/h8js9swo8roKNec7W9PB1Q==
5144.1	Suspension And Expulsion/Due Process - https://simbli.eboardsolutions.com/SU/2KWivSVzOJQsLVudCpE2bpg==
5144.1	Suspension And Expulsion/Due Process - https://simbli.eboardsolutions.com/SU/1wRsP0evdfTslshv6FLdTXneA==
5145.3	Nondiscrimination/Harassment - https://simbli.eboardsolutions.com/SU/Xtm3uqHMol1KAP4CIBOS3g==
5145.3	Nondiscrimination/Harassment - https://simbli.eboardsolutions.com/SU/s8n1dpHOUJjhuiJ031sAgQ==
5145.6	Parental Notifications - https://simbli.eboardsolutions.com/SU/aumLfEWWhRQTqmF8OKcrwjQ==
5145.6-E(1)	Parental Notifications - https://simbli.eboardsolutions.com/SU/5KtCGKwRqTKUDplusFgDOn0OQ==
5146	Married/Pregnant/Parenting Students - https://simbli.eboardsolutions.com/SU/EDKXNIPU0tdiy8R83QvW7g==
5147	Dropout Prevention - https://simbli.eboardsolutions.com/SU/izehOEVa2aD9WbplusDzBxt7g==
6164.2	Guidance/Counseling Services - https://simbli.eboardsolutions.com/SU/g7bp9zAL1gyQwbRj6etZMQ==
6164.5	Student Success Teams - https://simbli.eboardsolutions.com/SU/XHx0tvIKBFHbUpEWesGA5A==
6164.5	Student Success Teams - https://simbli.eboardsolutions.com/SU/p3gC1JilfCYIzDQnK9W6kg==
6172	Gifted And Talented Student Program - https://simbli.eboardsolutions.com/SU/sl3tGA6g9N9TbPU4IIXVdw==
6172	Gifted And Talented Student Program - https://simbli.eboardsolutions.com/SU/zslshGuStMthY6celBUxN9DoQ==

- 6173 Education For Homeless Children -
<https://simbli.eboardsolutions.com/SU/txeOyoBAokde03EL8jzLslshQ==>
- 6173 Education For Homeless Children -
<https://simbli.eboardsolutions.com/SU/RuKkaP9U0ZIZTrvBvW6Wjw==>
- 6173.1 Education For Foster Youth -
<https://simbli.eboardsolutions.com/SU/j10m5VbLmj8pqMRz0d6dkQ==>
- 6173.1 Education For Foster Youth -
<https://simbli.eboardsolutions.com/SU/suCMRgbiqOO4rvJsmX2tqw==>
- 6176 Weekend/Saturday Classes -
<https://simbli.eboardsolutions.com/SU/e9rJeJXTZw5XHpopPeKbZg==>
- 6178 Career Technical Education -
<https://simbli.eboardsolutions.com/SU/X7b5JEzoRKslshww2JugXgaPw==>
- 6178 Career Technical Education -
<https://simbli.eboardsolutions.com/SU/IKS6G1GbwN6vkN4aZ4filw==>
- 6184 Continuation Education -
<https://simbli.eboardsolutions.com/SU/yvxnNaJRq3tN2QNASpVDsg==>
- 6184 Continuation Education -
<https://simbli.eboardsolutions.com/SU/n2vXlrDOabjvPYtxuaplusQHg==>