

ECCS Truancy Policy

The truancy policy can be found in the Parent/Student Handbook which is approved annually by the Board of Trustees.

Approved August 2016

Aligned with the Charter School's Truancy Policy, the following protocol is used to monitor unexcused absences and track consequences.

An unexcused absence is any absence from school or from any scheduled class without an acceptable reason and not verified by a parent/guardian, physician, court, or other agency within three days of the student's return to logging into courses. A planned absence of three consecutive days or more without prior approval is also considered unexcused. Unexplained absences are recorded as truanies.

For the first and second unexcused absences, the Charter School will send the parent/guardian a notice of the unexcused absences. This notice can be delivered by phone, by email, or by text message and will include the School's contact information and a copy of the penalties for the violation of attendance requirements.

For the third unexcused absence, the Charter School will send the parent/ guardian a third notice of unlawful absence by certified mail providing the parents/guardians with official notice of child's third illegal absence. The school shall attach an explanation of the penalties for violation of compulsory attendance requirements as they pertain to both the student and the parent/guardian. Three days after giving such notice, if the student and/or parent/guardian violates the compulsory attendance requirements again, the student and/or parent/guardian shall be liable without further notice.

Concurrent to the certified mail notice, the Charter School will schedule a family conference for truant behavior after the third unexcused absence to discuss the cause and develop a mutually agreed upon Truancy Elimination Plan (TEP) to resolve the truant behavior. This meeting must be scheduled within three days of providing the certified mail notice. If the student and/or parent/guardian does not respond to schedule this meeting the student and the parent/guardian may be held liable for compulsory attendance requirements under the law.

After agreeing to a TEP, or if there is no agreement on a truancy elimination plan and 3 days have passed since the parent/guardian received the official notice of the child's third illegal absence, if a child again is unexcused absent the school will send an official notice (via certified mail) of the unexcused absence to inform the child's parent/guardian that the child has violated the TEP or, if there is not a TEP, to inform the child's parent/guardian that the child has again violated the compulsory attendance requirements. At this time a home visit is also attempted to ameliorate further incidents being referred to the district. The notice will let the parent and/or guardian know that the school district of residence will send a citation immediately to the magisterial district judge. After this notice, all future incidents of truancy will be referred by the district of residence directly to the magisterial district judge.

According to the Public School Code, Charter School Law and accompanying guidance from the Pennsylvania Department of Education, the Charter School is obligated to inform the student's district of residence whenever the student has accrued three or more unlawful absences. The district of residence

may bring an action against the parents and/or student who have violated the compulsory attendance laws.