



## Truancy Prevention Plan for 2016-2017

Date: 09-01-2016

Dear Parent or Guardian:

This letter is intended to inform parents and guardians of the changes to our attendance policy in conjunction with the new state attendance law. As per the State of Texas, each school district must adopt a truancy prevention plan and must take preventative measures regarding school truancy. It is the district's hope that the prevention measures listed below will serve to better your student's daily attendance and reduce his or her unexcused absences. Please be advised that the law states that "if a student fails to attend school without excuse as specified by subsection (a) [10 absences] a school district may file a complaint against the student's parent in a county, justice, or municipal court for an offense under section 25.093". The truancy prevention plan for Shepherd ISD is as follows:

**Step 1:** If a student is found to have 3 or more unexcused absences for all or part days within a 4 week period, the student must meet with a campus administrator at which time a truancy prevention contract is started and must be signed by the parent, administrator, and student.

**Step 2:** If a student is found to have 5 or more unexcused absences for all or part days, the student must meet with the campus counselor and a plan of action will be taken for behavior improvement. The student must partake in either school or private counseling and attend Saturday school or after school tutorials (to be determined by counselor) and the contract must be signed by the parent, campus counselor, and the student.

**Step 3:** If a student is found to have 8 or more absences for all or part days, the student must meet with the campus officer and 8 hours of community service or Saturday school will be assigned (to be determined by officer) and the contract must be signed by the parent, officer, and student.

**Step 4:** If a student is found to have 10 or more unexcused absences for all or part days within a 6 month period and the first 3 steps have been met by the school district, the parent or guardian may be referred to truancy court.

Thank you in advance for your attention to this letter, and for all the help we know you will provide in ensuring your child's attendance this school year.