

## TRUANCY

### California Education Code (E.C.)

#### E.C. 48260 - TRUANCY DEFINITION

Any pupil subject to compulsory full-time education or to compulsory continuation education 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, is a truant and shall be reported to the attendance supervisor or the superintendent of the school district.

#### E.C. 48260.5 - PARENT NOTIFICATION

Notifying a parent of their child's truancy is required by law. Truancy Reports are automated and sent from the central office on a monthly basis, based on school records.

#### E.C. 48261 - TRUANT REPEAT

Any pupil who has once been reported as a truant and who is again absent from school without valid excuse one or more days or tardy on one or more days, shall again be reported as a truant to the attendance supervisor of the superintendent of the district.

#### E.C. 48262 - HABITUAL TRUANT

Any pupil is deemed an habitual truant who has been reported as a truant three or more times per school year, provided that no pupil shall be deemed an 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.

#### E.C. 48263.6 - CHRONIC TRUANT

Any pupil subject to compulsory full-time education or to compulsory continuation education who is absent from school without a valid excuse for ten percent or more of the school days in one school year, from the date of enrollment to the current date, is deemed a chronic truant

### Support outstanding school attendance at home by:

- Making sure your child gets enough sleep and a nutritious breakfast each day
- Helping your child develop a positive attitude toward school and learning and encouraging him/her to participate in school activities
- Explaining Compulsory Education - by law all students must attend school daily and on time
- Teaching the benefits of good attendance and consequences of poor attendance
- Creating back-up systems (alternative plans for getting to and from school)
- Creating morning and evening routines
- Posting school calendars, school attendance policy, and schedules in a visible place
- Gaining access to the Family Module and monitoring your child(ren)'s up-to-the-minute progress online.
- Making your school aware of any issues that may be affecting your child's attendance
- Making sure your child's school has your accurate daytime contact information, including cell phone number and/or e-mail address
- Notifying school staff if your child suffers from a chronic health condition and how this condition is impacting school attendance



The foundation of student academic success is excellent attendance. The LAUSD wants to partner with all parents to ensure students attend regularly and to address any issues that impact attendance.



# School Attendance

- A Guide for Parents -



*The LAUSD expects all students to maintain a 96% or better attendance rate (missing fewer than 7 days in one school year)*

For additional resources go to our website

[pupilservices.lausd.net](http://pupilservices.lausd.net)

Or call us at

(213) 241-3844

### Minimize Loss Of Instructional Time

- Plan family vacations for non-school days only
- Schedule non-emergency medical and dental appointments after school hours on weekends or during your child's vacation
- If the appointment must be during school hours, please have your child attend school prior to the appointment and/or return to school after the appointment to complete the school day
- Communicate often with your child's teachers and request assignments missed during absences

***Parents, please provide a note for every Absence, tardy, and early leave!***

C.C.R. Title 5, Section 306 – A principal or teacher may require satisfactory explanation from the parent or guardian of a pupil, either in person or by written note, whenever the pupil is absent/tardy part or all of a school day.

**District policy requires that all absences, tardies, and early leaves be cleared within 10 school days with a satisfactory explanation (in writing, or verbal justification).**

An excused absence note may be accepted for up to four consecutive days when the absence is attributed to illness. For absences attributed to illness for five or more consecutive days, the school nurse or designated staff member is to be consulted. The student must be cleared to return to class by the school nurse or designated staff member.

**The excessive use of unverified parent notes may result in the school requesting additional documentation for all future absences.**

***Student Attendance = Student Success***

### Excusable Absence (California E.C. 48205)

**Reason Code #1** (1M –Medical, 1N- Nurse, 1P- Parent) *on Student's Attendance Record*

- Illness or injury of pupil
- Illness or medical appointment of a child (only when the pupil is the custodial parent)
- Funeral of immediate family member (may include any relative residing with the pupil)
  - 1 day: in-state
  - 3 days: out-of-state and/or country
- Jury duty
- Medical, dental, optometrical, or chiropractic services
- Quarantine

### **Reason Code #5 Administrator Approval**

For justifiable personal reasons including, not limited to:

- Active military duty in combat zone (immediate family member; maximum 3 days)
- Appearance in court
- Attendance at a funeral service (extended days)
- Attendance at a religious retreat (shall not exceed 4 hours per semester)
- Entertainment industry (no more than 5 consecutive days or a maximum of 5 absences per school year)
- Medical exclusion or exemption
- Observance of religious holiday or ceremony
- Religious instruction (attend a minimum school day no more than 4 days per school month)
- Revoked suspension through appeals procedure
- Participation in not-for-profit performing arts organization (maximum 5 per school year)
- Pre-arranged mental health services (Mental Health Day Treatment)
- "Take Your Child to Work Day"
- Absences when pupil is the custodial parent (for additional information contact school)

Please note that these are the only reason codes that will not trigger a Truancy Report.

## **SCHOOL ATTENDANCE IS THE LAW** **STATE OF CALIFORNIA**

### **Compulsory Full-time Education** **Education Code 48200**

Each person between the ages of 6 and 18 years not exempted under provision of this chapter is subject to compulsory full-time education. Each parent, guardian, or other person having control or charge of such pupil shall send the pupil to the public full-time day school or continuation school or classes for the full-time designated as the length of the school day.

### **CITY OF LOS ANGELES**

### **LOS ANGELES MUNICIPAL CODE 45.04**

Juveniles are prohibited from loitering during the hours and days when the school, which the minor would normally attend, is in session.

***For more information about California School Attendance Laws visit the California Department of Education website:***

<http://www.cde.ca.gov/ls/ai/tr/>