

JHB – TRUANCY

DEFINITION - Truancy is defined as habitual unexcused student absences.

GUIDELINES - Unexcused absence from school is considered truancy and will be treated as such in accordance with the rules of the Student/Parent Handbook and subject to the following guidelines. Truancy guidelines are based on cumulative days of unexcused absence.

1. Parent notification by phone after 1 day and after 2 days if applicable.
2. Parent meeting after 3 days to develop a truancy intervention plan.
3. District Special Services notification after 3 days.
4. Parent, police, and special education notification after 5 days. (Parent notification by registered mail; letter to include nature and seriousness of the problem including the of filing for Child in Need of Services (CHINS) Petition , a copy of RSA 193:1-7 school attendance laws, and the parental and student action the school requires.)
5. School filing of CHINS Petition after all steps in the intervention having been followed. CHINS Petition may be filed after 7 days if no parental participation in the development of an intervention plan.
6. Policy applies to children between the ages of 6 and 18 years.
7. Students 18 years and older that have been truant for 5 days will be dropped from the school record after following this procedure.
8. Suspension is not considered truancy.
9. All notifications shall be recorded and kept on file.

SCHOOL RESPONSIBILITIES - Each school shall designate a person responsible for truancy issues including notification, implementation, and accountability. School district attendance records shall be presumed to be true and accurate unless evidence to the contrary is presented.

When a student is habitually truant or is in the danger of being habitually truant, an intervention including the student, parents, and other staff members as necessary shall take place. The intervention shall include, but not be limited to:

1. An investigation into the cause of the truant behavior.
2. A review of the student's educational program.
3. Parental involvement in the design of a plan to reduce truancy.
4. A disciplinary plan to encourage attendance.

Any staff member aware of a student leaving a class or the school grounds without permission shall report the departure immediately to the School Principal or his/her designee. Truancy also includes absence from any class, study hall, or activity during the school day for which the student is scheduled. It also includes any after-school special help session or disciplinary session, which the student was directed to attend. Each school will develop guidelines to address habitual truancy for absence from class, study hall, or activity during and after school which the student is directed to attend.

Parents and students will be notified annually of the school and district attendance, absenteeism, and truancy policy.

Statutory/Regulatory/Policy/Handbook Cross References

RSA 189:34 (Appointment)

RSA 189:35-a (Truancy Defined)

RSA 189:36 (Duties)

RSA 193:1 (Duty of Parent; Compulsory Attendance by Pupil)

RSA 193:16 (Bylaws as to Nonattendance)

NH Code of Administrative Rules ED 306.18(c)(6) (School Half-Day)

Policy JH (Student Absences)

Handbook (Referenced in Handbooks)

APPROVED/REVISED: December 9, 2004, August 17, 2006, October 21, 2010