

# Robertson Charter School

## Absenteeism and Truancy Policy

### Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) between the ages of six (on or before September 1) and 17 years (unless the child has graduated from high school), or (b) who is enrolled in any of grades, kindergarten through 12, in the public school regardless of age.

Subject to specific requirements in State Law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, (5) any child absent because of religious reasons, including to observe a religious holiday, for religious instruction, or because his or her religion forbids secular activity on a particular day and (6) any child 16 years of age or older who is employed and is enrolled in a graduation incentives program.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness (including mental or behavioral health of the student), observance of a religious holiday, death in the immediate family, family emergency, or other situations beyond the control of the student, as deemed by the Board, other circumstances that cause reasonable concern to the parent/guardian for the student's mental, emotional, or physical health or safety, or other reason as approved by the CEO or designee. Students absent for a valid cause may make up missed homework and classwork assignments in a reasonable timeframe.

### Absenteeism and Truancy Program

The CEO or designee shall manage an absenteeism and truancy program in accordance with the School Code and School Board policy. This program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The CEO or designee is authorized to determine when the student's absence is justified.
2. A protocol for excusing a student in grades 6 through 12 from attendance to sound *Taps* at a military honors funeral held in Illinois for a deceased veteran.
3. A protocol for excusing a student from attendance on a particular day(s) or at a particular time of the day when his/her parent/guardian is an active duty member of the uniformed services and has been called to duty for, is on leave from, or has immediately returned from deployment to combat zone or combat zone-support postings.
4. A process to telephone, within two hours after the first class, the parents/guardians of students in grade eight or below who are absent without prior parent/guardian notification.
5. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in 105 ILCS 5/26-2a.
6. A description of diagnostic procedures for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardians(s), and staff

members or other people who may have information about the reasons for the student's attendance problem.

7. The identification of supportive services that may be offered to truant or chronically truant students, including parent-teacher conferences, student and/or family counseling, or information about community agencies.
8. A process for the collection and review of chronic absence data and to:
  - a. Determine what systems of support and resources are needed to engage chronically absent student and their families, and
  - b. Encourage the habit of daily attendance and promote success.
9. Reasonable efforts to provide ongoing professional development to teachers, administrators, Board members, school resource officers, and the staff on the appropriate and available supportive services for the promotion of student attendance and engagement.
10. Process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
11. A protocol for cooperating with agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with state and federal law concerning school student records.
12. An acknowledgment that no punitive action, including out-of-school suspensions, exclusions, or court action, shall be taken against a truant minor for his or her truancy unless available supportive services and other school resources have been provided to the student.
13. The criteria to determine whether a students' non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the CEO or designee believes qualifies.
14. Education and support services addressing individual learning styles, career development, social needs, and may include without limitation one or more of the following: (a) parent-teacher conferences, (b) counseling services by social workers and/or guidance counselors, (c) community agency services, and (d) remediation program.

LEGAL REF.:

105 ILCS 5/26-1 through 18

705 ILCS 405/3-33.5, Juvenile Court Act of 1987.

23 Ill.Admin.Code.S1.242. and 1.290.

ADOPTED: 12/15/22