



Washington Park Community School

4000 Washington Park Blvd
Newburgh Heights, OH 44105
|p| 216-271-6055 |f| 216-271-6099

ATTENDANCE

Students must attend Washington Park Community School regularly in accordance with the laws of the State. The educational program offered by the School is founded upon the presence and punctuality of the student and requires continuity of instruction and student participation. If a student is not able to attend school, the student's parent/guardian must telephone the school on the day of the absence and provide a written notice indicating the cause of the absence upon the student's return to school. Partial-day absences will be recorded in 1-hour increments (e.g., any absence up to 1 hour will be recorded as a 1-hour absence). A student who, without legitimate excuse, fails to participate in 72 consecutive hours of the learning opportunities provided to that student will be automatically withdrawn from the School.

The principal or his/her designee may act as the School's attendance officer or delegate that duty as permitted by law. The school's attendance officer shall investigate possible school attendance violations, and is authorized under Ohio law to serve warrants, enter places where children of compulsory age are employed, and take such actions as necessary to enforce the compulsory education laws.

Reasons for excused absences include, but are not necessarily limited to:

- A. Personal illness (a written physician's statement verifying the illness may be required if beyond 3 days);
- B. Personal mental illness such that the student will not benefit from instruction;
- C. Illness in the family necessitating the presence of the child;
- D. Quarantine of the home;
- E. Recovery from an accident;
- F. Required court attendance;
- G. Death in the family;
- H. Observation or celebration of a bona fide religious holiday;
- I. Necessary work at home due to the absence or incapacity of a parent/guardian; and
- J. An emergency or set of circumstances that, in the judgment of the School, constitutes good and sufficient cause of absence.

If a student is absent from school for the sole purpose of traveling out of state to participate in a school-approved enrichment activity or extracurricular activity, the School shall count that absence as an excused absence, up to a maximum of 4 days per school year. The student must complete any classroom assignment he or she misses due to the absence.

The School will endeavor to address and ameliorate student truancy problems through a variety of prevention and intervention strategies. These measures may include, but are not limited to, the following:

- A. Notification of a student's parents/guardians of the student's absence;
- B. Development and implementation of an absence intervention plan for students with excessive absences on a case-by-case basis, which may include supportive services for students and families;
- C. Provision of counseling for students who are habitual truants;
- D. Provision of parental involvement programs for parents/guardians of students who are habitual truants;

- E. Provision of truancy prevention mediation programs for parents/guardians of students who are habitual truants;
- F. Notification to the registrar of motor vehicles as appropriate of student absences; and
- G. Legal action as appropriate.

For the purposes of this Policy, "habitual truant" means any child of compulsory school age who is absent without legitimate excuse for 30 or more consecutive hours, 42 or more hours in one school month, or 72 or more hours in a school year. For the purposes of this policy, a student is "excessively absent" if he or she is absent without legitimate excuse for 38 or more hours in one school month or 65 or more hours in a school year.

If the student is habitually truant and the student's parent/guardians have failed to cause the student's attendance, the school will assign the student to an absence intervention team (AIT) within 10 days. The principal or designee selects the AIT members, who shall include a representative from the school who knows the child, the child, and the child's parent, guardian, custodian, guardian ad litem, or temporary custodian. Members may also include a school psychologist, counselor, social worker, or representative of a public or nonprofit agency designed to assist students and their families in reducing absences.

Within 7 days of the school determination that the school is habitually truant, the school will make at least 3 reasonable, meaningful attempts to secure the child's parent, guardian, or custodial participation at the AIT. If the parent responds to attempts but is unable to attend, the school will notify the parent of the right to participate by designee. In the event that the parent does not respond to the attempts at all, the school will investigate whether the failure to respond triggers child abuse and neglect reporting requirements and instruct the other members of the AIT to develop a plan for the child.

Within 14 days after its formation, the AIT will develop a written plan to reduce or eliminate the student's further absences. The AIT plan will state that a complaint will be filed in juvenile court alleging that the child is an unruly child not later than 61 days after implementation if the child refuses to participate in or fails to make satisfactory progress on the plan or other alternatives to adjudication. The school will make reasonable attempts to provide student's parents with written notice of the plan within 7 days of development.

If a student becomes habitually truant during the last 21 days of the school year, the School may assign one official to work with the parent and develop an AIT plan in lieu of forming a full AIT.

The principal or his/her designee is also authorized to establish a parent education program for parents of student who are habitually truant. Any parent assigned to the program who does not complete the program is to be reported to law enforcement authorities for parent neglect of education.

Margaret Mac Leerie