

- Attendance Protocol
- Sample of AST meetings at various schools



# **SOUTHWESTERN JUDICIAL CIRCUIT**

## **STUDENT ATTENDANCE PROTOCOL**

### **FOR**

### **SUMTER COUNTY SCHOOLS**

**Judge Lisa C. Jones**

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**Sumter County Student Attendance Protocol**

# Table of Contents

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I. School System Procedures	4
II. Criminal Prosecution for Violation of School Attendance Law	20
A. Filing Juvenile Complaints	20
B. Juvenile Justice Procedures	21
1. Intake Process	21
2. Adjudication and Disposition	22
C. Prosecution in Superior Court	23
D. Notification to Parent(s)	24
III. Community Support	24
A. Local Law Enforcement	24
B. Public Health	25
C. Mental Health	25
D. Department of Family and Children Services	26
IV. Monitoring the Protocol	27
V. Appendix A	28
VI. Appendix B	31
VII. Appendix C	33
VIII. Appendix D	36



# Student Attendance Protocol

## I. School System Procedures

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Sumter County Board of Education will monitor student attendance daily. The local Board of Education will adopt policy and procedure outlining the specific steps to be taken to monitor and address student attendance.

Upon enrollment and registration each school year, parents and guardians will be given notice of State Compulsory Attendance Law pursuant to O.C.G.A. Code 20-2-690.1 and local Board of Education school attendance policy JBD. The school will make reasonable efforts to ensure receipt and comprehension of the policy by requesting signatures from parents/guardians that this notice was received and understood. A signature of receipt of this notice will be obtained and kept on file for the remainder of the school year. Students age ten (10) and older will also receive a copy of the notice and provide a signature of receipt.

At the Elementary schools, this notice will be received by all students who have reached age ten (10) or above by September 1 of that school year. This notice should also be included in each school's Code of Conduct.

Each school will establish an Attendance Support Team, (hereinafter, AST) which will be chaired by each school's Principal or designee and include as it's members the School Attendance Officer, the School Social Worker, the School Counselor, and faculty having direct contact with the parents/guardians of or providing direct service to the specific student(s) to be discussed. School Resource Officers will also be invited to participate, as appropriate. Each school's AST will meet weekly and

*Sumter County Student Attendance Protocol*

be responsible for implementing and monitoring policy to reduce tardy days, early checkouts, and truancy.

Parents/guardians shall be invited to and encouraged to attend these meetings.

Reasonable attempts will be made to call the parents/guardians of absent students. In cases known to involve joint or shared custody or guardianship of a student, efforts should be made to contact all individuals with custodial rights. This standard shall also apply to steps mentioned hereinafter.

**Parent/Guardian Responsibilities**

- ✓ Support the school and your child by discussing with them the importance of daily and on-time attendance and the effect it has on the educational process.
- ✓ Communicate with the school regularly to monitor the progress of your child.
- ✓ Provide current and accurate phone numbers to prevent delay/lack of communication between you and your child's school.
- ✓ Inform your child of the time the school day begins and ends.
- ✓ Be aware of state laws (Georgia Codes) for attendance and understand the penalties/consequences for absences and tardies.
- ✓ Understand and adhere to CCPS attendance and procedures.
- ✓ Call the school to inform them that your child is absent. Make arrangements for make-up work and/or missed tests/quizzes at the time of the call.
- ✓ Provide notes/doctor's excuses with dates and reason for absence within three days of your child's return to school.

**School Responsibilities**

- ✓ In order to be systematic in telephone checks, school personnel will make a conscious effort to call parents/guardians of absentees by 11:30 each morning.
- ✓ Schools will keep on file telephone numbers where parents/guardians can be reached. Parents/guardians will be asked to submit the name of an alternate person should the school be unable to reach them.

**Sumter County Board of Education policy delineates excused absences for the following reasons:**

- 1. Personal illness**
- 2. Serious illness in student's immediate family**
- 3. Death in family**
- 4. Court Summons**
- 5. Religious holiday**
- 6. One day for registering to vote or voting**
- 7. Serving as a page for the Georgia General Assembly**
- 8. Conditions rendering attendance impossible or hazardous to student health/safety**
- 9. A court order or an order by a governmental agency, including induction physical examinations for service in the armed forces, mandating absence from school**

*Sumter County Student Attendance Protocol*

**10. A student whose parent or legal guardian is in military service in the armed forces of the United States or the National Guard, and such parent or legal guardian has been called to duty for or is on leave from overseas deployment to a combat zone or combat support posting, shall be granted excused absences, up to a maximum of five (5) five school days per school year, for the day or days missed from school to visit with his or her parent or legal guardian prior to such parent's or legal guardian's deployment or during such parent's or legal guardian's leave (20-2-692.1).**

**11. Students in foster care attend court proceedings related to their foster care (student will be marked as excused).**

**If a student is absent for one of these reasons, he/she must bring in either a handwritten note from his/her parent or guardian or a note from a medical office (within five (5) five days upon their return to school) indicating the reason for the absence(s) and the date the absence(s) occurred.**

- Parents are allowed to write three (3) handwritten excuses per semester ONLY.
- Excuses should be submitted within five (5) days of the student returning to school.

***Tardies:***

**1. Three unexcused 30-minute tardies to school will constitute one unexcused absence from school.**

**2. Tardies that exceed thirty (30) minutes or more can only be excused following the guidelines noted above in "Excused Absences" items 1-11.**

## **Daily Attendance Overview**

Attendance monitoring starts with the school. When a student is absent, the school designee will immediately talk to the parent/guardian (not their answering machine). Staff will make a personal phone call to parent/guardian at work during the day.

When a student returns to school, the appropriate teacher will talk with him/her about why he/she was absent-let him/her know you are aware and included in the conversation will be school connectivity (caring).

The attendance process begins when a student receives three (3) absences (excused or unexcused). The Counselor (Designated by Principal) will print two copies of the three (3) day letter from student information system (Infinite Campus – IC). One copy of the letter will be sent via US mail and/or via Wednesday courier to the parent/guardian and the second copy will be filed in the student's attendance folder.

After five (5) unexcused absences, the Counselor/designee will print two copies of the five (5) day letter from student information system (Infinite Campus – IC). One copy of the letter will be sent via US mail to the parent/guardian and the second copy will be filed in the student's attendance folder.

### **The role of the school district with regard to five (5) unexcused absences:**

- The Counselor/designee will retrieve student information relating to attendance, discipline, and academic performance in preparation for the 5 day Attendance Support Team meeting.
- The Counselor/designee will invite the parent to the scheduled 5 day AST meeting at the school.
- The Counselor/designee will facilitate the meeting.

*Sumter County Student Attendance Protocol*

- Student and parent/guardian may be referred to the School Social Worker to determine what community resources can be implemented to address the student's attendance concerns.

## **Operational Attendance Procedure**

Homeroom daily attendance maintenance is to be entered daily within Infinite Campus (IC) by the homeroom teacher, no later than 10:00 am. Using IC, a code of "A" (unexcused absence) is used as the default for an absence until appropriate written documentation is received.

All adjustments and/or corrections are to be entered by 10:30 am by the attendance secretary and/or principal's designee.

## **Incarceration/Hospitalization/Other Institutionalization/Foster Care Court Proceedings**

A student, who is incarcerated, hospitalized, or receiving services in any institutional setting outside of CCPS and receiving academic instruction, should not be coded as absent.

### **Attendance Procedures for Incarceration**

- Incarcerated students **should not be withdrawn** until notice of sentence is received from the Juvenile Justice System or Juvenile Court.
- The attendance should be coded as "YDC/JAIL" until their return to school or until they are withdrawn. (SEE CAROLYN JOHNSON)
- Students who are held in RYDC pending a hearing receive schoolwork, and the work is returned to the school for grading and recording. This code should be used only in short-term situations.
- If a student becomes incarcerated for an extended period (i.e. the Department of Juvenile Justice), he/she can be withdrawn from

his/her school's roster upon notification from the Juvenile Justice System.

- Foster students who attend court proceedings related to their foster care will be marked as excused.

## **Attendance Procedures for Hospital Homebound**

A student may be eligible for hospital-homebound instruction as outlined in State Board policy upon receipt of a completed medical referral form signed by a physician, as defined in state law and licensed by the appropriate state agency or board. This referral form must indicate that a student will be absent a minimum of ten (10) consecutive school days or that the student has a chronic health condition causing him or her to be absent for intermittent periods of time.

Students with absences due to pregnancy, related medical conditions, services or treatment; childbirth; and recovery are eligible for hospital homebound services provided that they satisfy the eligibility requirement for hospital homebound service. [The Georgia State Board of Education Rule 160-4-2-.31 Hospital/Homebound (HHB) Services reflects the following Title IX, statement: Pregnancy, childbirth, false pregnancy, termination of pregnancy and recovery shall be treated as any other temporary medical condition/disability.

Hospital Homebound teachers are responsible for maintaining accurate attendance records of all visits made in the performance of instructional services.

The attendance records of each student served will be reported to the school in which the student is enrolled, as excused or unexcused. The school's attendance secretary and/or the principal's designee will enter the Hospital Homebound teacher's attendance record into the computer.

- Excused absences are entered when students are too ill to keep scheduled sessions.
- Unexcused absences are entered when scheduled sessions are canceled without valid medical reasons.



**Attendance Procedures for Foster Care**

Foster students who attend court proceedings related to their foster care will be marked as excused pending appropriate documentation.

**Attendance Procedures for Suspensions**

**Short Term Suspension** – The Superintendent, an assistant superintendent, a principal, an assistant principal, or other officials in charge of a school or related institution, may suspend a student for a period not exceeding ten (10) school days for violation(s) of rules contained in the Sumter County Public Schools discipline procedures, rules and regulations of the Board of Education or school, and any state or federal law. (SEE PRINCIPALS)

**Long Term Suspension** – A student shall be subject to expulsion for the remainder of the school year or suspension for any period in excess of ten (10) days for conduct that is in violation of rules contained in Sumter County Public Schools discipline procedures, rules and regulations of the Board of Education, and any state or federal laws. Such actions of expulsions and or suspension will be administered by the Board of Education (GBOE Policy JD 160-4-8-.15, O.C.G.A. 20-2-751). The disciplinary tribunal acts on behalf of the Board of Education. Students listed by an administrator as suspended that are placed in a designated area on campus should be coded as in-school suspended. The attendance secretary or the principal's designee should code the students' daily attendance with the code "3" (three) to designate In-School Suspension. (SEE PRINCIPALS)

Students listed by an administrator as suspended, which are not allowed on campus during the suspension period, should be coded SUSPENDED to designate Out-of-School Suspension. Students expelled from Sumter County Public Schools through Disciplinary Tribunal should be withdrawn with the code E (Expelled). (SEE CAROLYN JOHNSON)

***NOTE: If there are any questions regarding the proper code for attendance, the building level administrator should be consulted.***



*Sumter County Student Attendance Protocol***Attendance Procedures for Field Trips**

The Sumter County Board of Education recognizes the desirability of certain field trips and excursions, which provide instructional experiences. The experiences should enrich the instructional program of Sumter County Schools.

Extended trips, long distance trips, or trips of exceptional nature must be approved by the Superintendent or designee. (Long distance trips are those which exceed 200 miles round trip, or those who are out of state. Extended trips are those which require more than one day to complete.)  
(ADD TO BOARD POLICY)

A list of students participating in a school-approved field trip should be provided to the attendance secretary or principal's designee for proper coding of students.

All students in attendance at a school related and approved field trip, which does not interfere with an extended period of daily instructional time, should be considered as present.

The attendance secretary or the principal's designee should enter all students' with code FTP (Field trip) to designate school business, if they are involved in an approved school activity that is going to be for an extended period of time, which will interfere with their instructional time.

**Attendance Protocol Chart for Elementary and Middle**

By September 1 of each school year or 30 days after enrollment of the student (Students under 16 years of age), the parent(s) will receive a copy of the Georgia Compulsory Attendance Law.	Issuance of parent notification letter explaining attendance expectation and possible penalties/consequences of unexcused absences. A form requires the signature of parent/guardian and student (ages
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*Sumter County Student Attendance Protocol*

	10 and up) by September 1 of each school year. (Student Handbook)
2 Absences	A phone call to parents.
3 Absences	Notification letter sent to the parent(s)/guardian(s) reminding of possible penalties/ consequences of absences as well as explaining attendance expectations.
5 Unexcused Absences	<ul style="list-style-type: none"> <li>➤ AST meeting held. The purpose of the meeting is to identify and implement strategies to deter continued absenteeism</li> <li>➤ Referral to School Social Worker. The SSW will contact or make a home visit reminding parents of possible penalties/ consequences of misdemeanor violation. The school social worker will assess attendance problem, increase the intensity of strategies, and refer to community agencies including, but the SSW is not limited to the options listed above.</li> </ul>
6 Unexcused Absences	Truancy complaint is completed by the Counselor or designee and delivered to the truancy officer by the attendance officer.

*Sumter County Student Attendance Protocol*

7 Absences	Notification letter sent to parent(s)/guardian(s) reminding of possible penalties/ consequences of absences as well as explaining attendance expectations.
10 Unexcused Absences	Criminal Warrant is filed with the Magistrate Court for violation of Georgia's Compulsory Attendance Law

**Note:**

**Prekindergarten students:** students in Prekindergarten fall under the Georgia Mandatory attendance law, each AST should monitor their attendance and notify parents of the importance of school attendance. Please see section (c) of the Georgia Compulsory Attendance Law.

(c) All children enrolled for 20 school days or more in the public schools of this state prior to their seventh birthday shall become subject to all of the provisions of this article, the provisions of Code Sections 20-2-690 through 20-2-701, and the rules and regulations of the State Board of Education relating to compulsory school attendance even though they have not attained seven years of age.

Additionally, The AST committee should notify the director of the Pre-K program when a student has reached 10 or more unexcused absences.

***Pre-K thru 8<sup>th</sup> grade***

**After two (2) absences**, the homeroom teacher or administrative designee will call parents and file documentation of the outcome in Infinite Campus (IC).

*Sumter County Student Attendance Protocol*

**At three (3) absences (excused/unexcused).** Notification letter sent to the parent(s)/guardian(s) reminding of possible penalties/ consequences of absences as well as explaining attendance expectations.

**After five (5) unexcused absences:** Notification letter sent to the parent(s)/guardian(s) inviting them to an Attendance Support Team meeting.

1) The Attendance Support Team, which will assess the student's absences and determine strategies to address attendance, including the possibility of referral to the School Social Worker and/or Truancy Officer(s) for Juvenile Court. Each school will take reasonable steps to ensure that parents/guardians are, in writing, invited to and encouraged to attend these meetings. Students may also participate in AST meetings, as deemed appropriate by the AST.

a) Refer the child and/or parent to the appropriate social services.

b) Request further medical documentation if appropriate.

c) The principal or designee will use their best efforts to notify (via mail) the parent /guardian of any child fourteen (14) years of age or older that they have five (5) absences remaining prior to violating the attendance requirements contained in subsection (a.1) of Code Section 40-5-22. An attendance non-compliance form will be completed and forwarded by the school to the system director of pupil support services who will submit this form to the Department of Motor Vehicle Safety (DMVS).

2) In addition to the notice of the AST meeting, two **(2) reasonable attempts will be made by the school to notify parents/guardians, in writing, of attendance to date (absences, tardies, and early check-outs), compulsory attendance law, and potential consequences and penalties for failure to comply.**

*Sumter County Student Attendance Protocol*

a) **First attempts** to meet this requirement shall be made in conjunction with the notice of an AST meeting and/or during an AST meeting when the parent(s)/guardian(s) are in attendance.

b) **After two (2) unsuccessful reasonable attempts to provide notice to the parent(s)/guardian(s) and obtain signatures, notice shall be sent via certified mail, with return receipt requested.** The school should keep a copy of the notice mailed. Once the receipt is obtained, it will be kept on file by the school, attached to the copy of the notice.

**At six (6) unexcused absences, the AST will review the case again and make a referral to the Truancy Officer(s) for Juvenile Court, if a referral has not been made previously. A Truancy Form will be completed by the counselor or designee.**

The Truancy Officer(s) will:

1) Review available information from the AST and parent contacts from school staff.

2) Meet with the student(s) and attempt a home visit to further explore reasons for absence and offer assistance to the student and family for addressing the causes of absences. Examples of such assistance would include, but is not limited to:

- Brief individual or group therapeutic intervention with students at school
- Referral to public or private mental health or counseling services
- Referral to public or private medical or dental services
- Referral to public assistance programs
- Referral to the school's Student Support Team
- In-home support facilitated by the School Attendance Officer
- Referral to outside social service or counseling providers for intensive in-home support

3) Upon further investigation, determine the need for immediate referral of:

- Students ages ten (10) to sixteen (16) to Juvenile Court for Truancy
- Parent(s)/guardian(s) of students ages six (6) to sixteen (16) to the appropriate Court for Deprivation or for Failure to Comply with Compulsory Attendance

*In most cases, Court referrals will be made at this point or at the next unexcused absence.*

- The family to the Department of Family and Children Services for suspicion or indicators of abuse and/or neglect. If a referral is necessary, the local Child Abuse Protocol will take precedence regarding further action.

4) Continue to monitor student attendance weekly and provide support related to the student and family's educational needs once a referral is made to a Court or to the Department of Family and Children Services.

5) Review end of year attendance records with each school's Principal and determine a list of active referrals for the beginning of the next school year.

In general, students known to be on probation for Truancy and students with excess of ten (10) unexcused absences, fifteen (15) total absences or any combination of tardies and early checkouts totaling twenty (20) will be referred to the School Attendance Officer or monitored for attendance concerns on a monthly basis the next school year.

**At 7 absences** – A notification letter is sent to the parent(s)/guardian(s) reminding of possible penalties/ consequences of absences as well as explaining attendance expectations.

*Sumter County Student Attendance Protocol*

**At 10 unexcused absences – A Criminal Warrant** is filed with the Magistrate Court for violation of Georgia's Compulsory Attendance Law

### **Attendance Protocol Chart for High School**

2 Absences	A phone call to parents.
3 Absences	Notification letter sent to the parent(s)/guardian(s) reminding of possible penalties/ consequences of absences as well as explaining attendance expectations.
First 4 Unexcused Absences from a block class	<ul style="list-style-type: none"> <li>➤ AST meeting held. The purpose of the meeting is to identify and implement strategies to deter continued absenteeism</li> <li>➤ Referral to School Social Worker. The SSW will contact or make a home visit reminding parents of possible penalties for absences. The school social worker will assess attendance problem, increase the intensity of strategies, and refer to community agencies including, but the SSW is not limited to the options listed above.</li> </ul>
6 Unexcused Absences (whole day)	Truancy complaint is completed the Counselor or designee and



*Sumter County Student Attendance Protocol*

Students sixteen (16) and younger.	delivered to the truancy officer by the attendance officer.
7 Absences (in a block class)	Student has to appeal for credit
10 Unexcused Absences (students sixteen (16) and younger).	Criminal Warrant is file with the Magistrate Court for violation of Georgia's Compulsory Attendance Law

**Students in grades 9 through 12 ONLY**

- After two (2) absences from a class period, the teacher will call parents and file documentation of the outcome in Infinite Campus (IC).
- If a student accumulates four (4) unexcused absences in a period, an AST meeting will be convened. The committee will explain in detail to the student and his/her parent/guardian (should the parent/guardian chose to attend) the attendance protocol and the attendance appeals process. Both the parent/guardian and the student will indicate their understanding by signing the minutes. However, if the student or parent are absent from the meeting, the committee will proceed with the AST meeting, and the minutes will be mailed to the parent.

**\*\*\*\*An AST meeting WILL NOT be held for each class period in which a student accumulates four (4) unexcused absences. ONLY ONE (1) AST MEETING WILL BE HELD. \*\*\*\***

- If a student is sixteen (16) or younger and misses more than six (6) unexcused whole day absences in a semester, truancy will be filed with the truancy officer. If the student refusal to attend school is the sole reason for his/her absences, a Form 90 will be completed.



*Sumter County Student Attendance Protocol*

- If a student sixteen (16) and younger accumulates more than (10) ten whole day unexcused absences (in a semester), a warrant will be filed with Magistrate Court.

Tardies

- When a student is twenty (20) minutes late for a class period, he/she will be counted absent for that class period (in fulfillment of seat time requirement).
- Parents are allowed to write three (3) handwritten excuses per semester ONLY.

Academic Credit

*For the purpose of granting academic credit, students in **grades 9 through 12** who accumulate seven (7) absences in the first semester or eight (8) absences in the second semester on a block schedule will not receive course credit for that semester unless the student appeals for credit.*

## II. Criminal Prosecution for Violation of School Attendance Law

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O.C.G.A 20-2-690.1 requires any person in this State who has control or charge of a child between the ages of six and sixteen to enroll and send that child to school, including public, private and home schooling.

A child is responsible for attending school and is subject to adjudication in Sumter County Juvenile Court as an unruly child for violation of this statute. If a parent, guardian or other person who has control or charge of the child causes the child's absence, then that person, and not the child, is in violation of this statute. Such a violation is a misdemeanor and carries a penalty of up to \$100 fine and 30 days in jail for each violation.

The law specifies that each day's absence constitutes a separate offense.

*Sumter County Student Attendance Protocol*

For purposes of this Protocol, the term “parent” may include any adult who has charge and control over the child, including a biological, adoptive, foster, or step-parent, a guardian or any other person who has control or charge of the child’s attendance at school. In this regard, two parents residing in the same household with the child are equally responsible for the child’s attendance at school.

**A. Filing Juvenile Complaints**

A juvenile complaint (Form 90) should be filed in the Juvenile Court of Sumter County by the School Resource Officer (SRO) against a child who is habitually and without justification truant from school. Such a child is “unruly.”

For purposes of this Protocol, habitual truancy or absence is defined as five (5) or more days of unexcused absences from school. At this point, the child’s circumstances will be reviewed by the DJJ, to which the parent will be invited to attend.

**B. Juvenile Justice Procedures**

**At eight (8) unexcused absences, the Truancy Officer(s) for Juvenile Court will make a referral to the Department of Juvenile Justice by filing a juvenile complaint (Form 90).**

(\* If the Truancy Program/Officers are not available in the county, the referral will come from the School Resource Officer, Designated Law Enforcement Officer, Principal or school designee.)

**1. Intake Process for Juvenile Complaints:**

a. Once received, the complaint (Form 90) will be entered into the Juvenile Tracking System, and any past history will be assessed.

b. The complaint will be staffed with the Truancy Officer(s) or referring

entity for a brief summary of their involvement.

c. The DJJ Intake Officer may contact the School Attendance Clerk or designee for any further pertinent information.

d. At this review the following options will be discussed:

- Refer the child and/or parent to the appropriate social services
- Request further medical documentation if appropriate
- Seek a criminal warrant for the parent from the appropriate Court.
- Seek an action for Deprivation against the parent in Juvenile Court

e. The complaint will be staffed with the District Attorney's Office, accompanied by the current referral summary, any legal history and a brief summary of involvement with the Department of Juvenile Justice, if any. This may include placement history, a summary of any past or current interventions, and Probation Officer information. At this staffing, the following options will be discussed:

\*Mediation

\*Informal Adjustment

\*Diversion

\*Dismissal

\*Petition for Adjudication & Disposition

## 2. Adjudication and Disposition

A youth may be placed on Probation for Truancy by the Juvenile Court Judge upon adjudication of a Truancy charge. At this time, the District Attorney and/or the Department of Juvenile Justice may request a Protective Order to ensure that the parent(s)/guardian(s) actively assist in the youth's compliance with Conditions of Probation and the youth's attendance at school. The Truancy Officer and/or Probation Officer will monitor the youth's attendance, at a minimum, on a weekly basis.

*Sumter County Student Attendance Protocol*

Further unexcused absences from school by youth will result in immediate sanction by the Department of Juvenile Justice, including possible Violation of Probation. Upon adjudication for Truancy-related Violation of Probation, the Juvenile Court Judge will determine what further action or intervention is appropriate.

The Truancy Officers will hold judicial truancy reviews on a monthly basis from the date of the initial Probation Order for Truancy-related Probation cases. These reviews will assess the youth's attendance at school and effectiveness of any services that may be involved to assist youth and/or family. All parties involved should be prepared to report on youth's progress at these reviews.

The Juvenile Court Judge prior to the two-year expiration date may terminate a Probation Order if youth's attendance and/or progress has reached a level satisfactory to all parties involved.

### **C. Prosecution in Magistrate/Superior and State Court**

When it is clear that the parent is the direct cause of the child's absence, a warrant for violation of OCGA 20-2-690.1 should be sought against the parent. In other circumstances, the AST may but is not required to, take into account the following considerations when recommending a criminal warrant be sought for the parent of a child.

- The child is under the age of 13 years.
- The child has an illness for which the parent has not been diligent in pursuing medical attention or in seeking financial assistance to procure the proper medical attention.

*Sumter County Student Attendance Protocol*

- The parent has not actively sought assistance from community social services and resources to assist in getting the child to school.
- The parent is absent from the home or neglectful to the extent that it hinders the child's willingness or ability to attend school.
- The child is a deprived child.

The child and parent must comply with the AST's recommendations. Failure of the child or parent to comply with the recommendation, including further unexcused absences from school, will result in juvenile adjudication of the child and/or criminal prosecution of the parent. In any event, **if the child accumulates ten (10) or more unexcused absences in any school year, the School Attendance Officer will file a complaint (with the Magistrate Court) and/or apply, via the School Resource Officer ( Replace with Attendance Officer), for a criminal warrant for violation of mandatory school attendance laws.** When a parent is prosecuted, regular school attendance will be assigned as a condition of bond.

#### **D. Notification of Parent(s)**

Notification to the parent of a truant child shall include notice of an AST review and information about attendance law and the penalties that may occur as a result of the child's continued absence. After two unsuccessful attempts to serve such notice and obtain the signature of receipt, notification should be sent via certified mail, with return receipt requested, to the parent and should contain the following language:

“Decisions as to appropriate action recommendations will be made at an AST review that could include recommendations for criminal prosecution of you or your child. Parent(s) may be charged with a misdemeanor if they are causing the child's absence from school. The

penalty can be up to \$100.00 fine and up to 30 days in jail for each day the child has an unexcused absence from school.”

## III. Community Support

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### A. Law Enforcement

Each school in Sumter County has access to an employee of the Sumter County Sheriff's Department or Americus Police Department (**School Resource Officers – SROs**). These individuals are certified peace officers designated as “deputy of the Sumter County Sheriff's Department or officer of the Americus Police Department.” In support of improved school attendance, the law enforcement officer shall:

- Attend AST meetings, as appropriate.
- Forward complaints against parents directly to the Sheriff's Department regarding compliance with mandatory attendance law.
- Honor any applicable school-related transportation orders issued by a court.
- On an intermittent basis, transport truant students to school.

### B. Public Health

The Sumter County Health Department is an integral partner in community health related to school readiness, attendance, and success. Sumter County Health Department shall:

- Provide immunization evaluations, immunizations, and immunization records required for school enrollment. \*