

Chronic Absenteeism Policy for Alternative Education Students

CAT (Chronic Absenteeism Team)

Purpose:

The purpose of this policy is to address and reduce chronic absenteeism among alternative education students, ensuring that they receive the necessary support to improve attendance and succeed academically. The team would consist of the Alternative Ed Director, High School Counselors, High School Principal and/or Assistant Principal, Attendance Officer & School Resource officer.

Definitions:

- Chronic Absenteeism: Missing 10% or more of school days for any reason.
- Alternative Education Students: Students enrolled in non-traditional educational settings designed to accommodate various learning needs, including those with behavioral, emotional, or academic challenges.

Procedures:

1. 5 Absences: Building Contact
 - Action: Upon a student accruing 5 absences, school personnel (e.g., teacher, counselor, attendance officer) will contact the student and their guardian.
 - Purpose: To discuss the reasons for absences, provide support, and outline the consequences of continued absenteeism.
 - Documentation: Record the communication and any provided resources or plans to improve attendance.
2. 7 Absences: Home Visit
 - Action: After 7 absences, a designated school representative will conduct a home visit.
 - Purpose: To engage with the family in a supportive manner, identify barriers to attendance, and offer additional resources or interventions.
 - Documentation: Detailed report of the visit, including family feedback and any agreed-upon actions.
3. 9 Absences: Home Visit with Resource Officer
 - Action: At 9 absences, a home visit will be conducted with a resource officer (e.g., school resource officer, social worker).
 - Purpose: To emphasize the seriousness of the situation, ensure safety, and provide intensive support.
 - Documentation: Comprehensive report of the visit, interventions discussed, and follow-up plan.
4. 10 Absences: Dropped from Class
 - Action: If a student reaches 10 absences, they will be dropped from the class.
 - Purpose: This step is taken as a last resort after multiple attempts to address the absenteeism.

- Documentation: Official notice of the drop, reasons documented, and information on alternative educational options or re-enrollment procedures.

Support Services:

- Counseling: Access to school counselors to address any emotional or psychological barriers to attendance.
- Tutoring: Academic support to help students catch up on missed work.
- Health Services: Connection to health professionals if absences are health-related.
- Community Resources: Referral to external agencies for additional support (e.g., housing, food assistance).

Monitoring and Evaluation:

- Regular Reviews: Attendance data will be reviewed weekly by the chronic absenteeism team.
- Adjustments: Interventions will be adjusted based on individual student needs and effectiveness.
- Reports: Periodic reports to the school administration on the overall attendance trends and the success of interventions.

Communication:

- Parents/Guardians: Regular updates and involvement in the attendance improvement process.
- Staff Training: Training for staff on identifying and addressing the root causes of absenteeism.
- Student Engagement: Initiatives to increase student engagement and motivation to attend school.

By following this policy, the school aims to provide a structured and supportive approach to address chronic absenteeism, ensuring that all students have the opportunity to succeed in their educational journey.