

STRATEGIES TO ENCOURAGE SCHOOL ATTENDANCE

- Let your child know that you value education. Insist they go to school everyday.
- Talk with your child about school. Is your child struggling with school work, classmates, or other problems? Ask how you can help.
- Discuss your concerns with your child's teacher. Ask them to help you to help your child succeed.
- Get to know your child's friends and their families.

Attendance Responsibility of the Student:
Attend school—every day, every class, and on time.
Complete required school work on time.
Ask for assistance when needed.

Attendance Responsibility of Parents:
Send your child to school.
Ensure your child has completed required homework.
Monitor your child's attendance & progress in school.
Inform the school when your child may need to miss school.

Attendance Responsibility of the School:
Maintain accurate attendance records & document communications with student & parents about attendance.
Follow attendance guidelines and refer students to ABC when necessary.
Inform students & parents of the legal requirement for school attendance and the consequences if they fail to meet the requirements.

Attendance Board Committee

Mission Statement
Recognize the importance of regular school attendance.

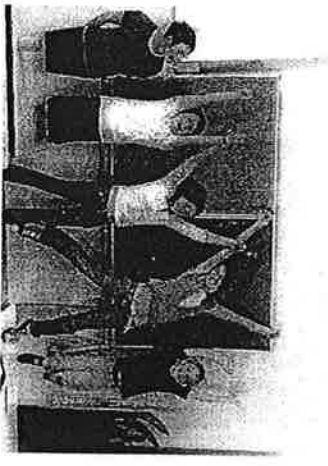
ABC Goals
Every student at
J.A. Hughes Elementary School
and
Lafayette High School
will attend school daily.

Treat any class or day missed for any reason the same.

RED LAKE FALLS PUBLIC SCHOOL
District Office 218-253-2139

**RED LAKE FALLS
SCHOOL DISTRICT #630**

**2012-2013
SCHOOL
ATTENDANCE
GUIDELINES**



Lafayette High School
218-253-2163
J.A. Hughes Elementary School
218-253-2161
Red Lake Falls District Office
218-253-2139

SCHOOL ATTENDANCE—IT IS THE LAW

District 630 School Attendance Guidelines

Assignment and interventions at each level are at the discretion of administration.

Intervention Options

Date(s) completed

First Level

Grades K-6 (after 5 absences)

Grades 7-12 (after 5 absences in 1 or more class periods)

- Review of attendance records
- Referral to principal
- Student contact if needed
- Parent contact if needed

Second Level

Grades K-6 (after 12 absences)

Grades 7-12 (after 12 absences in 1 or more class periods)

- Letter & attendance record sent to parents
- Referral to SAT
- Contact Counselor, School Social Worker, or other provider (example: Transition, Diversion, Guardian Ad Litem)

Third Level

Grades K-6 (after 17 absences)

Grades 7-12 (after 17 absences in 1 or more class periods)

- Referral to Attendance Committee.
- Collect information from teachers about what student is missing in class because of their attendance
- Meet with parents, teachers and others involved.
- Attendance agreement/plan made
- Referred to County Attorney

We all want our children to have the best education to become successful, productive adults. Regular attendance at school is the best way to insure that goal. Homework can be sent home and made up, but it does not replace the teacher instruction during that class. Children who attend school daily, with minimal absences, are more successful academically and socially, and are less likely to engage in destructive behavior or get into trouble in the community.

Minnesota State law requires that children attend school. For students under the age of 12 it is presumed that it is a *parental responsibility* to ensure the child's attendance. Between the age of 12 through the 17th year it is primarily the student's responsibility to get to school on a daily basis. Children who are age 16 & 17 must be lawfully withdrawn from school by their parent or guardian. Children cannot independently "drop out" of school.

The Red Lake Falls Schools, Red Lake County Social Services and the County Attorney have developed a guideline that will address all school attendance: excused, unexcused, school related or non-school related. An Attendance Board Committee has been established to address attendance and tardy concerns in our schools.

Attendance levels have been set in each building with intervention procedures at each level. Once a student reaches the first level, interventions will be started. Each level will build on the previous level. At the third level parents and students will be asked to meet with the ABC. An example of the attendance guideline is included.