

## EARLY WARNING - TRUANCY PROGRAM INFORMATION

July 2018

The Alabama compulsory attendance law requires children between the ages of 6-17 to attend school. The law also states that parents or guardians having control over school age children are responsible for their regular attendance and proper conduct. Each time a child is absent from school, parents and/or guardians must provide to the school a written explanation (excuse) for the absence within three days of the child's return to school. If the parent or guardian fails to provide this information to the school, the absence will be recorded as unexcused or truant.

Please be advised the Early Warning Truancy Prevention Program will again be in effect in Phenix City Schools during the 2018-19 school year. The program was requested by the Alabama State Department of Education and the Administrative Office of Courts and has been approved by the Phenix City Board of Education.

The following procedures for handling truanancies shall be uniformly administered throughout Phenix City Schools:

1. Once a child misses three (3) unexcused days of school, students and/or parents shall be cautioned about truancy and subsequent action which may be taken by the school and courts.
2. Once a child misses five (5) unexcused days of school, parents shall be notified by the school attendance clerk and/or administrator and required to attend a meeting with school officials regarding truancy.
3. Once a child misses seven (7) unexcused days of school, the parent/guardian or person having control of said child shall participate in the Early Warning Truancy Prevention Program provided by the Juvenile Court. Attendance at this meeting shall be mandatory except where prior arrangements have been made or an emergency exists. Also, failure to appear at the Early Warning Truancy Prevention Program meeting may result in the filing of a complaint/petition for truancy against the child and/or parent/guardian, if appropriate.
4. **Once a child misses another unexcused day of school after attending an Early Warning Truancy Prevention Program meeting, a complaint/petition against the child or parent/guardian if appropriate may be filed with Juvenile Court.**

**ATTENDANCE - PARENTAL RESPONSIBILITIES**

Section 16-28-12 of the Code of Alabama 1975 establishes responsibilities of parents to ensure that their children enroll in and attend school and that their children conduct themselves properly. This act further states that parents who fail to require their children to attend school regularly or fail to require that their children properly conduct themselves shall be guilty of a misdemeanor and may receive a fine of not more than \$100 or 90 days in jail.

It is the belief of the District Attorney of Russell County and the administration of Phenix City Schools that the responsibility for proper conduct and school attendance of children rests with the parents or guardians. In this regard, we fully support the intention of this legislative act.

We are grateful for your efforts to ensure your children are in school and on time each day. We look forward to a great school year and appreciate your cooperation.

Sincerely yours,



Kenneth E. Davis, District Attorney  
Russell County



William R. Wilkes, Superintendent  
Phenix City Public Schools

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I have read and understand the information above regarding the Early Warning Truancy Prevention Program.

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Print Parent/Guardian Name

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Print Child's Name

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Parent/Guardian Signature