

Malheur Education Service District

Code: **JEDA-AR**
Adopted: 9/20/05
Readopted: 7/15/14
Orig. Code(s): JEDA

Truancy**

Procedures for truancy and/or irregular attendance.

1. School – Identify truant and determine that there is not a valid reason for absenteeism.
2. School – Make reasonable effort to encourage student to return to school. Warn student of impending Juvenile Department involvement.
3. School – If a problem still exists, send by certified letter with return receipt mail, the Notice of Compulsory School Attendance. Send a copy to the Juvenile Department at the same time and keep a copy for local files. When receipt of acceptance arrives, keep in file at school
4. School – If student is still absent on specified date, complete and send referral form to Juvenile Department on that date (unless some suitable agreement has been made with student).
5. Juvenile Department – Upon receipt of referral form, contact will be made with guardian/student and will report progress back to referral person.
6. Juvenile Department – If problem still exists, arrangement for signing of complaint by referral person with the appropriate agency (either Justice of the Peace or District Attorney, depending upon investigation results) will be made. Hopefully, this will happen in only rare instances, especially after the first few cases.
7. School - Juvenile Department – Will receive decision handed down by legal agency and be ready for assistance in possible follow-up procedure.

Forms used for referring irregular attendance are available at the ESD office.

NOTICE TO PARENT OR OTHER PERSON HAVING CONTROL OF CHILD

Subject to Compulsory School Attendance

Date: _____

To: _____

YOU ARE HEREBY NOTIFIED:

That in accordance with the provision of Chapter 339, Oregon Revised Statutes, _____

_____ is a student subject to compulsory school attendance, and you are

directed to cause said student to appear at _____ School at _____

_____ (Address) on the next school day

following receipt of this notice, and that regular attendance at such school must be maintained during the remainder of the school year.

You are further notified that failure to comply with the requirements of this notice shall subject you to the penalties provided by law in said Chapter 339, Oregon Revised Statutes.

Attendance Supervisor

Address

Phone

Note: Generally the compulsory school attendance law of Oregon requires student between the ages of 7 and 18 years of age to attend school regularly. If you have any questions concerning this notice, please contact the person signing the notice.