

Mission: Each student is highly educated, prepared for leadership and service, and empowered for success as a citizen in a global community.

Parent Student Attendance: Frequently Asked Questions

ATTENDANCE DEFINITIONS

House Bill 410 Snapshot			
What is the difference between chronic absenteeism, habitual truancy and excessive absences?			
	Consecutive Hours	Hours per School Month	Hours per School Year
Habitual Truancy	30 <i>without legitimate excuse</i>	42 <i>without legitimate excuse</i>	72 <i>without legitimate excuse</i>
Excessive Absences	-	38 hours <i>with or without legitimate excuse</i>	65 hours <i>with or without legitimate excuse</i>
Chronic Absenteeism	-	-	10% <i>with or without legitimate excuse</i>

What is the definition of chronic absenteeism?

Chronic absenteeism, as defined by the Every Student Succeeds Act, 5 is **missing 10 percent or more of the school year for any reason**. It includes excused, unexcused absences, tardies and early leaves.

What is the definition of excessive absences?

Ohio law specifies that a student is excessively absent "with a nonmedical excuse or without legitimate excuse from the public school the child is supposed to attend for **thirty-eight or more hours in one school month, or sixty-five or more hours in a school year.**"

What does it mean to be habitually truant from school?

Ohio law defines a habitually truant student as "any child of compulsory school age who is absent without legitimate excuse for absence from the public school the child is supposed to attend for **thirty or more consecutive hours, forty-two or more hours in**

one school month, or seventy-two or more hours in one school year.”

What is an unexcused absence?

Student absences that have not been verified. School office has not received parent excuse note, documentation or notification as to the reason for absence or the reason for absence is not excusable as per Board Policy 5200.01.

What is considered a legally acceptable reason to be absent from school?

- Generally, absence from school is considered lawful, or an excused absence, for the following legally acceptable reasons **(a signed parent or guardian note is required)**:
- Personal illness or quarantine.
- Illness or death in the immediate household.
- Emergencies or any other occurrences or situations which, in the judgment of individual principals, may necessitate absence from school as a last resort.
- Religious holiday.
- Medical or dental appointment (a written statement from a physician or dentist verifying the appointment may be required).
- College visitation. The absence of a student from school due to college visitation may require verification of the date and time of the visitation by the college, university, or technical college.
- Any other reason specified pursuant to Ohio law
- Superintendent’s designation.

REPORTING ABSENCES

What should I do if my child is absent from school?

Parents and guardians can call the school directly to report or call the school attendance hotline and leave a voicemail (located on school webpage) **before 9:30a.m.** for each day. Parents and caretakers can also report a student’s absence by sending an email to your school or the school attendance email (located on school webpage). The parent or guardian must supply the school with a written excuse signed by the parent within two days of the student’s return. If no report of absence or written excuse is received, the absence is considered an unexcused absence.

What happens if I forget/fail to send in an excuse note?

By policy, if we do not receive a signed note by the parent/guardian indicating the reasons for a student’s absence **within 48 hours**, the absence will be classified as unexcused. Contact your student’s school for assistance.

Who do I talk to if I have a concern about an absence, tardy, or late in a class?

Contact your child's school.

My child has chronic health problems and they will need to be absent. What do I do?

If your child has a chronic health problem such as asthma, diabetes, a seizure disorder or sickle cell anemia or any other life-threatening chronic diseases that causes frequent absences from school, **please work with the school nurse to explore possible options.**

My child has tested positive for COVID19. What do I do?

If your child has tested positive for COVID19, please follow Columbus Public Health protocol. Notify the school so quarantine days missed are excused.

Will the school let me know when my student is absent?

Yes, many attempts are made but they depend on the **accuracy of the information you provide to the school.** You are notified of your student's absences through **an automated calling system, teacher telephone calls, attendance letters from the principal and calls and/or home visits.**

I do not agree with the absences on record for my child. Who should I contact?

Disputes must be handled at the school. Please contact your child's school immediately and inquire about his or her attendance record.

How can I get a copy of my student's attendance record?

You may request a copy of your student's attendance record in the school office at any time.

What if my student is absent due to a suspension from school?

Though suspensions are considered unexcused absences, they should not count toward truancy triggers because suspensions represent a legitimate excuse to be out of school. Suspensions do count toward excessive absences because the definition of excessive absences does not distinguish between legitimate and not legitimate reasons for missing school

How can I excuse my child's early dismissal from school?

Parent/Guardian signs a student out of school and provides documentation that supports excused absence. Any student who leaves without a valid note will be considered as an unexcused absence.

HABITUAL TRUANCY

Why did I receive a letter regarding my child's absences?

In Ohio, a student is considered habitually truant if the student is absent for **30 consecutive hours** without a legitimate excuse or **42 hours in a month** without a legitimate excuse or **72 hours in a year** without a legitimate excuse

What happens if my child is habitually truant?

The When a student is **habitually truant**, the following will occur:

- Within **seven school days** of the triggering absence, the district will:
 - Select members of the absence intervention team; and
 - Make three meaningful attempts to secure the participation of the student's parent, guardian custodian, guardian ad litem, or temporary custodian on the absence intervention team.
- Within **10 calendar days** of the triggering absence, the student will be assigned to the selected absence intervention team; 16
- Within **14 school days** after the assignment of the team, the district will develop the student's absence intervention plan;
- Within **seven calendar days** after the plan is developed, the district shall make reasonable efforts to provide written notification to the student's parent or guardian; and
- The student has **60 calendar days** to participate and make satisfactory progress on the plan. If the student does not participate or make satisfactory progress on the plan, as determined by the absence intervention team, the attendance officer must file a complaint in juvenile court against the student on the **61st calendar day** after the implementation of the absence intervention plan. If at any time during the implementation phase of the absence intervention plan the student is absent without legitimate excuse **30 or more consecutive hours** or **42 or more hours in one school month**, the district must have its attendance officer file a complaint against the student. 18 This requirement does not apply if the absence intervention team has determined the student has made substantial progress on the absence intervention plan.

TRANSPORTATION

What happens when the school bus is late?

When the school is responsible for students being late, they will be marked for an excused absence or tardy (once verified). Those students should check-in with the Main Office to receive a pass to class.

How does the transportation wait period affect my child's attendance?

This is used when there is an absence due to a scheduling delay in district provided transportation, they will be marked for an excused absence.

OTHER QUESTIONS

Is the school required to provide make-up work when my child is absent, including when my child is suspended?

Yes. Work should be requested by the parent or student as soon as possible. Most schools require a 24-hour period to allow the teacher to gather materials to send home.

Can 18-year-old students excuse their own absences?

Students who are 18 years old legally may write absence notes for themselves.

Can I take a vacation during the school year?

The school calendar includes school "holidays" or vacation time. Whenever possible, family vacations should align with school vacation days. Vacation is not an approved reason for absence in the state of Ohio. If the absence is for educational purposes; the parent/guardian will need to contact the school prior to the absence to obtain work assignments that must be completed upon the student's return to school.

Is my 5 or 6-year-old kindergarten student subject to the Ohio Compulsory Attendance Law?

Yes, once your student is enrolled in school, compulsory attendance is applicable.

SECTION 3321.13 (B) (1), OHIO REVISED CODE