



Springboro Community City Schools

We Engage. We Prepare. We Inspire. We Challenge.
www.Springboro.org

Dear Parent/Guardian,

The truancy laws in Ohio have been amended and now require that all schools keep track of the number of hours each student is in school and out of school. The schools will no longer report absences from school as full days, half-day or tardies. During the 2018-2019 school year, the schools will report time out of school as an "occurrence." Those occurrences will be marked as excused or unexcused.

Generally, ten (10) occurrences of time not in school in the school year, which include full days, half-days, leaving early and tardies, may be documented by a parent/guardian phone call and follow-up note. That is to say that those hours will be "excused". If a parent/guardian does not make contact with the school and follow-up with a note the occurrence will be unexcused. A parent has five (5) school days to contact the school and follow-up with a note before the occurrence is marked unexcused. Absences and/or tardies in excess of ten (10) occurrences may not be excused by a parent and shall require documentation by the child's treating physician, nurse practitioner, or physician assistant to be excused- unless the absence is otherwise excused by the principal due to an unusual circumstance."

The ten (10) occurrences rule does not entitle a student to be absent or tardy ten (10) times. The foregoing is a general rule for the convenience of the family and school officials in the administration of this truancy law.

If a student accumulates thirty-eight (38) excused or unexcused hours in one month or sixty-five (65) hours of excused or unexcused hours in a school year, a warning letter will be sent to the parent/guardian.

If a student accumulates thirty (30) consecutive hours, forty-two (42) unexcused hours in a school month, or seventy-two (72) unexcused hours in a school year an Absence Intervention Team meeting will be assigned and scheduled.

If a parent/guardian or their designee fails to appear or otherwise respond and participate in the Absence Intervention Team meeting, the school shall investigate whether the parent/guardian's failure to appear triggers a report to Warren County Children Service or instruct the team to develop an intervention plan without the parent/guardian's input. If the student fails to comply with the Intervention Plan, a complaint of truancy will be filed in Warren County Juvenile Court.

For further information or questions, please visit our [Student Attendance Policy Page](#), where you'll find the [Student Attendance Policy Handbook](#), as well as a [Frequently Asked Questions](#) document.

Thank you,
Springboro Community City School District