

Truancy Prevention Program

Albuquerque Public Schools has set a district goal of 95% attendance rate for all students. This means no more than 4.5 unexcused absences per student, per semester, is acceptable. To reach this goal, APS has developed an attendance policy for every school and parent to read and comply with. Copies of the district student behavior handbook and the Sierra Vista parent/student handbook are available in the school office or online at the school website on the parent's page. The Truancy Prevention Program is designed to notify students and parents about the district attendance policies and student's individual attendance records. **As a parent or guardian you are legally responsible for making sure your child attends school regularly and that you are aware of and comply with the district's attendance policy.**

If your child is absent (or late) for any reason, you must notify the school **each** day the child is absent.

Call the school attendance line at 898-0272, ext 5.

Leave a detailed message and your contact number.

Give a reason for the absence. If no reason is given it will be considered unexcused.

You must call **EACH** day of the absence before 10:00 a.m.

Call the attendance line even if you have notified the teacher about the absence.

Absences may be excused with appropriate documentation for:

Doctor's appointments

Death in family

Religious commitment

Illness

Family emergency

Diagnostic testing

Family vacations or going out of town are **not** excused absences.

Failure to contact the school attendance line or clerk will result in the absence being recorded as UNEXCUSED. You will have 3 days to provide appropriate documentation to change it to an excused absence.

A truancy notification letter will be mailed to you after **2 unexcused absences** to alert you to your child's attendance status. After **4 unexcused absences** a notification letter will be sent to you and the student's name will be referred to the school's Health and Wellness Team for intervention strategies. After the **5th unexcused absence**, you will be sent a notification letter indicating the student is truant per district and state laws and you will be sent a notification letter indicating a truancy prevention program at our school with the counseling staff.

These letters will begin being mailed out the week of October 22nd.

If you have any questions, call the school at **898-0272**.

Every child matters! School attendance matters!