

Chronic Absenteeism and Truancy Regulation

Daily, punctual attendance is an integral part of the learning experience. The education that goes on in the classroom builds from day to day and absences can cause disruption in the educational progress of the absent student. Irregular attendance or tardiness by students not only limits their own studies, but also interferes with the progress of those students who are regular and prompt in attendance.

Attendance is a shared responsibility that requires cooperation and communication among students, parents and the school.

This regulation is divided into two sections: Section I addresses legal requirements related to chronic absenteeism and truancy and Section II addresses additional academic, disciplinary and extracurricular consequences students face due to chronic absenteeism and truancy. It is important for students to recognize that chronic absenteeism and truancy impacts all these facets of their educational experience.

SECTION I – Legal Requirements

Chronic Absenteeism

When a student meets the threshold to be considered chronically absent (ten percent), the school official will send notice by mail or e-mail to the county attorney where the district's central office is located. The school official will also notify the student, or if a minor, the student's parent, guardian or legal or actual custodian via U.S. mail, electronic mail, electronic message or in person delivery. If a response is not received within 48 hours then the school will send a certified letter that includes information related to the student's absences from school and the policies and disciplinary processes associated with additional absences.

School Engagement Meeting

If a student is absent from school for at least fifteen percent of the *days* in the grading period, the school official will attempt to find the cause of the absences. and start and participate in a school engagement meeting. All of the following individuals must participate in the school engagement meeting:

- The student;
- The student's parent, guardian or legal or actual custodian if the student is an unemancipated minor; and
- A school official.

The purpose of the meeting is to understand the reasons for the student's absences and attempt to remove barriers to the student's ongoing absences; and to create and sign an absenteeism prevention plan.

Absenteeism Prevention Plan

The absenteeism prevention plan will identify the causes of the student's absences and the future responsibilities of each participant. If the school official determines that the child's absences are negatively affecting the child's academic progress, the school official will contact the student and student's parent/guardian at least once per week for the remainder of the school year to monitor the performance of the student and the student's parent/guardian under the plan. Situations when the county attorney will be notified:

- If the student and student's parent/guardian do not attend the meeting,
- If the student and student's parent/guardian do not enter into a plan or violate the terms of the plan,
- When the student's absences reach twenty percent of the days in a semester.

SECTION II – Academic and Disciplinary Requirements

Students are required to be in attendance, pursuant to board policy, for 1080 hours per school year unless their absences have been excused. Parents are expected to telephone the school office to report a student's absence prior to 8:15 a.m. on the day of the absence. Students who are absent without a reasonable excuse, may have the following consequences imposed: *supervised study hall, after school or lunch detention, loss of school computer, or other appropriate sanctions up to the loss of class credit.*

Reasonable excuses include:

- Illness (a note will be required for 3 or more consecutive days of absence), Excessive illnesses throughout the year may be deemed unexcused without proper documentation.
- family emergencies (determined by school official),
- recognized religious observances, and
- school-sponsored or approved activities.
- Reasonable excuses may also include family trips or vacations approved by the building principal if the student's work is finished prior to the trip or vacation.

School work missed because of absences must be made up within two times the number of days absent, not to exceed 5 school days. The time allowed for make-up work may be extended at the discretion of the classroom teacher and will follow the district's homework and assessment policy.

I.C. Iowa Code

Iowa Code § 294.4

Iowa Code § 299

I.A.C. Iowa Administrative Code

281 I.A.C. 12.3

C.F.R. - Code of Federal Regulations

28 C.F.R. 35

34 C.F.R. Pt. 300

Description

[Teachers - Daily Register](#)

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Description

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Description

[Judicial - Disability - Nondiscrimination](#)

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