



## **Fast Facts About Truancy and Attendance**

1. Students/parents have 5 days upon the student's return to school to turn in a note to the campus attendance office. Notes can be sent via email, fax or paper copy turned in to the attendance clerk. Do not send notes to your student's teachers. Without a note, the absences become unexcused.
2. At 3 unexcused absences, whole or partial day, in a 4-week period, the District is required to send the student and parent a warning letter, notifying them of the unexcused absences.
3. At 5 unexcused absences, the student and/or parent will be invited to attend the online or in person Truancy Diversion Program.
4. According to Texas state law, at 10 unexcused absences, whole or partial day, in a 6-month period, there may be a discretionary court referral by the Student Attendance Specialist, based on consultation with the campus.
5. Students and parents are strongly encouraged to monitor their attendance frequently on Skyward/Family Access.

Please do not hesitate to call or email your campus's Student Attendance Specialist with any questions or concerns:

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