

ENFIELD MIDDLE S.T.E.A.M. ACADEMY VIRTUAL ATTENDANCE PROCESS (For Compulsory School Attendance)

Refer to Halifax County Schools Attendance Policy for additional information.

EARLY INTERVENTION PROCESS 2-5 UNEXCUSED ABSENCES

Parents are expected to contact his/her child's teacher when students are unable to attend a session so the absence can be excused. Doctor's note can be uploaded and sent to the Teacher or Data Manager by the parent.

- After 2 consecutive absences, the teacher will contact parents to determine the reason for the absences. All attempts must be documented.
- The teacher and Guidance Counselor will identify and implement attendance interventions as appropriate for the student's situation.
- After 5 consecutive absences where no indication is provided by the parent, the guidance counselor will refer the student to the School Social Worker. The School Social Worker will schedule a meeting with the parent/guardian along with the teacher. The team will jointly develop a plan to resolve the student's nonattendance.



CONTINUED INTERVENTION 6-7 UNEXCUSED ABSENCES

- After 6 unexcused (additional day after direct contact is made), and the guidance counselor and teacher has received no indication that the parent is aware of or supports the student's absence, the guidance counselor will schedule an additional school conference along with the School Social Worker and the parent/guardian in an effort to resolve continuing attendance difficulties. During the conference, the School Social Worker will obtain consent from the parent to share information with Halifax County Family Assessment Planning Team (FAPT). The student will also receive an additional referral for truancy.
- After 7 unexcused absences, the School Social Worker will refer the parent and the student to the FAPT to address concerns and plan additional interventions.



COURT COMPLAINT NO LATER THAN 10TH UNEXCUSED

- After 10 unexcused absences, the School Social Worker will file a CHINS (child in need of supervision) petition against the student through the Halifax County Juvenile and Domestic Relations Court.



COURT PETITION

After complaint becomes a petition, court summons will be sent to involved parties. The School Social Worker will work diligently with the Juvenile and Domestic Relations Court to remedy the student's attendance problems.

All school staff must continue to document and monitor student's attendance once a court petition is filed. All written documentation and efforts to support the student's attendance must be shared with the School Social Worker and will be presented to the Juvenile and Domestic Relations Court. ALL evidence must be accurate and ALL court documentation will remain confidential with the School Social Worker.