



# MORGAN HILL UNIFIED SCHOOL DISTRICT

15600 CONCORD CIRCLE • MORGAN HILL, CA 95037 • (408) 201.6000 • FAX (408) 779.8305

## First Notification of Truancy or Excessive Absences

Date \_\_\_\_\_

Dear Parent/Guardians:

This letter is to inform you that your child, \_\_\_\_\_ in the \_\_\_\_ grade is considered a truant.

### Unjustified Absences

*Education Code Section 48260*—Any pupil subject to full-time education who is absent from school without valid excuse for *three full days or tardy or absent in excess of 30-minutes* on each of three days in one school year is a truant and shall be reported to the attendance supervisor of the superintendent of the school district.

*Education Code Section 48260.5*

- (A) Upon a pupil's initial classification as a truant, the school district shall notify the pupil's parent/guardian, by first-class mail or other reasonable means, of the following:
- (1) That the pupil is truant.
  - (2) That the parent/guardian is obligated to compel the attendance of the pupil at school:
  - (3) That parents/guardians who fail to meet this obligation may be guilty of an infraction and subject to prosecution pursuant to Article 6 (commencing with Section 48290) of Chapter 2 of Part 27.
- (B) The district also shall inform parents/guardians of the following:
- (1) Alternative educational programs available in the district.
  - (2) The right to meet with appropriate school personnel to discuss solutions to the pupil's truancy. (Added Statutes, 1983, Chapter 498)
  - (3) The student may be subject to arrest under Education Code § 48264.
  - (4) The student may be subject to suspension, restriction, or delay of his/her driving privilege pursuant to Vehicle Code Section 13202.7.
  - (5) That it is recommended that the parent or guardian accompany the pupil to school and attend classes with the pupil for one day. (Added Statutes, 1983, Chapter 498)

### Excessive Excused Absences and Tardies

Truant, unverified, unexcused, excessive excused absences and tardies affect the student's education and increase the chances for failure. Tardies interrupt the classroom and interfere with the learning environment for all students. Please discuss this issue with your child.

Additional unexcused absences will result in a second and third declaration of truancy and further truancies will result in a declaration of habitual truancy. You will be notified of any additional truancy report that is filed.

In the event that your child's attendance problem is not resolved and it is necessary to file a declaration of habitual truancy, a SARB hearing and request for legal action may result.

*Our goal is to educate your child. We cannot be successful if your child is not in school.*

\_\_\_\_\_  
Administrator's Signature

\_\_\_\_\_  
Date