



# MORGAN HILL UNIFIED SCHOOL DISTRICT

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

Date \_\_\_\_\_

Re: **SECOND DECLARATION OF TRUANCY FOR:**  
DOB:  
ID#

Dear Parents/Guardians:

I am, concerned that your child \_\_\_\_\_ has been absent/tardy over 30 minutes or more than 3 times without an appropriate excuse. I have already declared him/her truant once before. According to Educational Code #48260, if a child has more than 3 unexcused absences/tardies, s/he is then legally truant. Each subsequent unexcused tardy/absence makes him/her truant again. His/her unexcused tardies/absences See Attached \_\_\_\_\_. I am now declaring him/her legally truant for the second time.

If your child continues to be absent without a valid reason, I will have to take further steps. This can include referral to the Santa Clara County District Attorney for prosecution. Education Code #48293 states that parents can be fined or ordered to participate in parenting classes.

According to Education Code #48200, children between the ages of 6 and 18 must be in school. The only excused absences are student's illness, student's medical participate, quarantine, or death in the family. All other absences are considered unexcused. Unexcused absences include those which are unverified by you. You must call the school the day your child is absent or send a note with him/her when s/he returns to school.

If a parent is receiving government financial assistance there could be sanctions against them and their financial aid could be decreased.

It is important that your child be in school every day, on time, when s/he is healthy in order to get the best education possible.

**A meeting has been set up for you on \_\_\_\_\_ at \_\_\_\_\_ with \_\_\_\_\_**

We strongly encourage you to contact us at school to discuss this problem.

Sincerely,