

### STUDENT ATTENDANCE

5.04\*+

- I. A student who is absent without the principal's approval shall have his/her parent(s), as defined by Florida Statutes, report such absences to the school center in the manner prescribed by the *Code of Student Conduct*.
  - A. The *Code of Student Conduct* shall prescribe attendance requirements including, but not limited to, provisions for excused and unexcused absences, opportunities to make up work assignments, and reporting absences.
  - B. Students shall be excused from any examination, study, or work assignments for observance of a religious holiday or because the tenets of his/her religion forbid secular activity at such time. The school principal shall implement this provision on an individual basis pursuant to Florida Statutes and State Board of Education rule.
  - C. Students diagnosed with autism spectrum disorder may be excused from school to attend medical appointments necessary to receive therapy for autism spectrum disorder, including, but not limited to, applied behavioral analysis, speech therapy and occupational therapy.
  - D. No adverse or prejudicial effects shall result to any student who avails himself/herself to the provisions of this rule.
- II. Student absences must be tracked on a daily basis and parents contacted as required by law.
- III. A person designated by the Superintendent or his/her designee shall investigate truancy problems and non-enrollment issues.
  - A. When a student who is subject to compulsory school attendance has been absent as set forth in 1003.26, the Superintendent/designee may file a truancy petition seeking early truancy intervention with the circuit court.
    - i The designee may also refer the student to a child study team for review and recommendations on remediating the truancy; or
    - ii The designee may refer the case to the department of Juvenile Justice's authorized agent for families in need of services.
  - B. When a student subject to compulsory school attendance is required to be enrolled in school and is not enrolled the designee:
    - i Must report the case to the Superintendent. The Superintendent must refer the case to the child study team at the school; and
    - ii May refer the case to the Department of Juvenile Justice's authorized agent for families in need of services.

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If the parent refuses to cooperate or enroll the child in school within 15 days after referral of the case to the child study team, the Superintendent must make a report to law enforcement and refer the case to the Office of the State Attorney. The Superintendent or designee must give written notice in person or by return-receipt mail to the parent that criminal prosecution is being sought for nonattendance.

- C. The designee will distribute the Department of Children and Families information guide that explains the process for obtaining assistance for a child in need of services or for a family in need of services and the community services and/or resources available to parents upon request or deemed to be in need including parents of truant children.

### STATUTORY AUTHORITY:

1001.41, 1001.42, F.S.

### LAW(S) IMPLEMENTED:

985.03, 1000.21, 1001.43, 1003.21,  
1003.23, 1003.24, 1003.26, 1003.27 F.S.

### STATE BOARD OF EDUCATION RULE(S):

6A-1.044, 6A-1.09514

### HISTORY:

ADOPTED: \_\_\_\_\_  
REVISION DATE(S): \_\_\_\_\_  
FORMERLY: \_\_\_\_\_