

# HUHS Attendance Policy

## 2019-2020



### **COMPULSORY ATTENDANCE**

- Students are required to stay in school until they graduate or until the end of the school term, quarter, or semester during which they turn 18 years of age, *Wis. Stat. sec. 118.15(1)(a)*.  
<http://docs.legis.wisconsin.gov/statutes/statutes/118/15>
- Students may leave school at the end of the school term, quarter, or semester during which they turn 18 years of age, *Wis. Stat. sec. 118.15(1)(a)*.
- Anticipated Absences
  - Ten (10) days per school year (Vacations, College Visits, Hunting).
- Excused Absences
  - Ten (10) days per semester (illness, family events, etc.).
  - Absences must be excused within three (3) school days by a parent/guardian.
  - First ten (10) days can be excused by a parent. After ten (10) days, all absences must be medically or legally verified.
  - Absences are not considered to be part of the ten (10) when medical or legal verification is presented.
- Medical Waiver
  - Students who have a chronic medical condition may be eligible for a medical waiver. The medical waiver, which needs to be signed by a physician, allows for up to fifteen (15) excused medical absences. After fifteen (15) absences parents/guardians need to provide a updated medical waiver.
- Tardiness
  - A tardy student is less than five (5) minutes late for class and resource/homeroom.
  - A student who arrives for class more than five (5) minutes into the period is considered to be absent.
  - Parents cannot excuse tardiness to any class
    - Tardy # 10
      - Meeting with Dean of Students and/or School Social Worker (Case Manager as needed).
    - Tardy # 15
      - Parent meeting with Dean of Students and/or School Social Worker (School Counselor and/or Case Manager may attend as needed).
- Truancy
  - Any absences unexcused are considered truanancies.
  - When a student is truant for part or all of five (5) or more days on which school is held during a school semester, that student is identified as a habitual truant by *Wisconsin Act 239*.
  - ***Unexcused absences will be reviewed weekly by the Attendance Committee (Dean of Students and School Social Worker). Depending on number of unexcused absences one or more of the following could occur.***
    - Level 1
      - A conference with student will be held with one or more of the following staff members:
        - School Social Worker
        - Dean of Students
        - School Counselor
        - Case Manager
        - Coach/Advisor
        - School Resource Officer. (SRO)

- Athletic and Activities Director
  - Director of Special Education/ School Psychologist
  - Principal
- Student and Parent will sign off on Attendance Points of Emphasis Sheet.
- Level 2
  - Parent Truancy Conference with Dean of Students and/or School Social Worker (School Counselor and/or Case Manager may attend as needed).
- Level 3
  - Habitual truancy referral to municipal court
    - *Wisconsin Statutes 118.15(1)(a) and 947.16*
    - *Hartford Municipal Ordinance 41.18*
- ***Below is a list of interventions that may be imposed to address truancy issues.***
  - Automated Phone Message to Parent/Guardian
  - Nonsocial Lunch Period
  - Restrictions to Resource Period
  - Loss of Senior Privilege
  - Phone call to parent/guardian by School Social Worker and/or Dean of Students.
  - Loss or Revocation of Student Privileges
  - Co-curricular penalties
  - Loss of work permit
  - Refer to Elevate Truancy Abatement Program
  - Contact Community Agency
  - Contact County Human Services
  - Follow-Up Attendance Conference
  - Revise Student Schedule
  - Home Visit
  - Habitual Truancy Citation by Hartford Police Department (SRO)
    - Student Citation
      - First Offense \$218.50
      - Second Offense \$313.00
      - Third Offense \$439.00
    - Mandatory Court Appearance for Student and Parent/Guardian.
    - Revocation of Driver's License for a period of time not less than 30 days.
    - Participation in counseling or community service.
    - Home detention during specific hours.
    - Revocation of student's work permit.
    - Parent/Guardian contributing to truancy.
      - Citation- *Municipal Ordinance 41.948.45*
        - \$218.50-\$439.00
      - Circuit Court Referral
        - Class A Misdemeanor; *Wisconsin Statute 948.45*
      - Subsequent Offenses: Up to \$1,000 and/or up to 90 days of imprisonment
        - Parents/Guardians can be ordered to participate in counseling at their own expense and/or attend school with the truant child



Student \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

HUHS Official \_\_\_\_\_ Date \_\_\_\_\_