

	-ups as needed
	Phone calls home after 4th absence to discuss barriers to attendance
	Send 5-day Universal letter home; schedule/hold Student Attendance Conference (SAC) to identify and offer solutions to attendance barriers and discuss; create attendance plan; communicate attendance data and barriers to Student Support Team for additional supports
	Send 7-day Metropolitan Police Department warning letter to parent (students <18)
	Send 10-day Universal letter; schedule/hold follow-up SAC to review attendance plan; communicate attendance data and barriers to Student Support Team for additional supports
	Send 15-day Universal absence letter; submit referral to Court Social Services for students ages 14-17

Students who become chronically absent may be recommended for a return to in-person as an academic or attendance intervention. These decisions will be made in consultation with students/caregivers, and are decided on a case-by-case basis.

Students who become chronically absent may be recommended for a return to in-person as an academic or attendance intervention. These decisions will

	Contact student/parent on the first day of unexcused absence, with daily follow-ups as needed
	Send 3-day Universal Letter home
	Phone calls home after 4th absence to discuss barriers to attendance
	Send 5-day Universal letter home; schedule/hold Student Attendance Conference (SAC) to identify and offer solutions to attendance barriers; create attendance plan; communicate attendance data and barriers to Student Support Team for additional supports

be made in consultation with students/caregivers, and are decided on a case-by-case basis.