



Los Angeles College Prep Academy

Absenteeism Policy for Chronic Absences

California has created a process that schools must follow once a student has been deemed to be truant. The process is intended to alert the student, parents, and school counselors to the truancy problem and to devise strategies and solutions to get the student back into the classroom. The process includes the following milestones and steps:

- T1: After a student's third unexcused tardy or absence the school is required to notify his or her parent/guardian. The purpose is to bring the impermissible lapses in school attendance to the attention of the parent/guardian so that they can be afforded the opportunity to fix the problem at home. At this point in time, parents often become more involved in their students' transportation to and from school, which helps to solve the problem.
- T2: After a fourth unexcused absence or tardy the school must report the conduct to the district superintendent or, if applicable, attendance supervisor. The purpose is to alert the school district, internally, to a potential problem. The attendance supervisor can begin preliminary preparation for steps that may need to be taken if the student continues to miss school.
- T3: After a fifth unexcused absence or tardy the student is labeled as chronically or habitually truant. California truancy laws require the school to attempt contact the parent, student, and appropriate school officials. The student, parents, and school will attempt to determine the reasons for the chronic truancy as well as solutions to get the student back into the classroom on a regular and continuous basis.

If a student is absent for 10 consecutive days or longer, rather the student is in placement, ditching, on medical leave or family leave, Los Angeles College Prep Academy (LACPA) has to disenroll the student as there is no approved "home studies" or "independent studies" program at LACPA.

Students disenrolled are not suspended or expelled, they are removed from enrollment and services until they return to school. At that time, they may be re-enrolled. If the student completed any coursework through another school or program, it will be evaluated for credit by the College and Career Counselor and appropriate adjustments (as needed) will be made to the student's schedule.

Students reenrolling after being disenrolled under this policy will have access to the after-school Credit Recovery Program, APEX, through the Youth Policy Institute to catch up.

This policy was adopted and approved by the School Site Council on 9-30-2017.