

## Compulsory School Attendance Law Notice to Parents

Date: \_\_\_\_\_

Dear Parents and Guardians:

The Commonwealth of Pennsylvania requires that all children from the age of 6 to 18 regularly attend school for 180 days per year. You must notify the school when your child is absent. A student's absence from school may be considered either excused or unexcused depending on the reason for the absence and the information you provide to the school in a timely manner when your child is absent.

Please notify your child's school when your child is absent by telephoning \_\_\_\_\_

or e-mailing \_\_\_\_\_ and reporting the reason for their absence.

### **Excused Absences**

Pennsylvania law broadly defines absences as excused when a student is prevented from attendance for mental, physical, or other urgent reasons. An absence is lawful when a student is dismissed during school hours by a certified school nurse, registered nurse, licensed practical nurse or a school administrator or designee or if the student is absent to obtain professional health care or therapy care service rendered by a licensed practitioner in the healing arts. Additionally, the district considers illness, family emergency, death of a family member, medical or dental appointments, authorized school activities, and educational travel with prior approval as lawful absences.

### **Unexcused Absences**

An "unexcused" absence is any absence for a day or any significant part of a day (one class period or more than one hour) for reasons other than those listed above and any absence without parent knowledge and prior approval from school officials. Students who are absent from a school for 10 consecutive school days will be dropped from the district enrollment unless you make prior arrangements with the district, or you provide the district with evidence that the absence is legal, and the district accepts the explanation.

A child is considered truant after incurring three or more unexcused absences from school. A child is considered habitually truant after incurring six or more unexcused absences from school. The school will notify you in writing after 3 unexcused absences within 10 school days of the child's third unexcused absence. This notice will contain a description of the consequences that will follow if the child becomes habitually truant and may include the offer of a School Attendance Improvement Conference (SAIC). If the child continues to incur additional unexcused absences after the school has issued the notice, the school, if not already offered, will offer the student and parent a SAIC.

Students who continue to incur unexcused absences from school may be referred to the magisterial district judge for a truancy citation, which could result in fines or other consequences. Please see the [Compulsory School Attendance, Unlawful Absences, and School Attendance Improvement Conferences](#) Basic Education Circular for more information.

Regardless of the type of absence, students are required to complete all assignments missed during absences in order to receive the appropriate credits.

Thank you for your assistance in reporting your child's absences from school. Please contact me if you have any questions about this letter.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

## 致家长的强制出席学校有关法律的通知

日期: \_\_\_\_\_

致家长和监护人:

宾夕法尼亚州联邦要求所有 6 至 18 岁的儿童每年定期上学 180 天。当您的孩子缺席时,您必须通知学校。学生缺课可能被视为可原谅或无理由,具体取决于缺课的原因以及您在孩子缺勤时及时向学校提供的信息。

当您的孩子缺勤时,请通过电话\_\_\_\_\_或发邮件\_\_\_\_\_告知缺勤原因以请假。

### 可原谅的缺勤

宾夕法尼亚州法律广泛地将缺勤定义为当学生因精神、身体或其他紧急原因而无法出勤时的原因。如果学生在上课时间由经过认证的学校护士、注册护士、有执照的执业护士或学校管理人员或指定人员确认可以放学,或者如果学生缺席以获得由有执照的康复艺术从业者提供的专业医疗保健或治疗护理服务,缺勤是合法的。此外,该学区将疾病、家庭紧急情况、家庭成员死亡、医疗或牙科预约、经过授权的学校活动以及事先批准的教育性旅行视为合法缺席。

### 无故缺勤

“无故缺勤”是指因上述原因以外的原因缺席一天或一天中的重要部分(一节课或超过一个小时),以及任何未经家长知情和学校教职工事先批准的缺勤。

连续 10 个上学日缺课的学生将被从学区入学中除名,除非您事先与学区做出安排,或者您向学区提供证据证明缺勤是合法的且学区接受您的解释。

儿童在三次或三次以上无故缺课后被视为逃学。儿童在遭受六次或六次以上无故缺课后被视为习惯性逃学。在孩子第三次无故缺勤后的 10 个上学日内,学校将在 3 次无故缺勤后以书面形式通知您。该通知将包含对孩子习惯性逃学的后果的描述,并可能包括学校出勤率改善会议(SAIC)的提议。

如果孩子在学校发出通知后继续出现额外的无故缺勤,学校(如果尚未提供 SAIC 会议)将向学生和家长提供 SAIC。

继续无故缺课的学生可能会被转荐给地方法官以开给其旷课罚单,这可能导致罚款或其他后果。请参阅[义务教育出勤率,非法缺勤和学校出勤率改善会议](#)基础教育通告以获取更多信息。

无论缺勤类型如何,学生都必须完成缺勤期间错过的所有作业以获得适当的学分。

感谢您协助报告您孩子的缺课情况。如果您对这封信有任何疑问,请与我联系。

姓名 \_\_\_\_\_

标题 \_\_\_\_\_

电话号码 \_\_\_\_\_

电子邮件地址 \_\_\_\_\_