

Truancy Flow Chart

Code of Virginia 22.1-254

Every parent, guardian, or other person in the Commonwealth having control or charge of any child who will have reached the 5th birthday on or before September 30 of a school year and who has not passed the 18th birthday shall, during the period of each year the public schools are in session and for the same number of days and hours per day as the public schools, send such child to a public school or to a private, denominational or parochial school, or have such child taught by a tutor or teacher of qualifications prescribed by the Board of Education and approved by the division superintendent or provide for home instruction of such child as described in 22.1-254.1.

Code of Virginia 22.1-258

Whenever any pupil fails to report to school for a total of 5 scheduled school days for the school year and no indication has been received by school personnel that the pupil's parent is aware of and supports the pupil's absences and a reasonable effort to notify the parent has failed, the school principal or his/her designee shall make a reasonable effort to ensure that direct contact is made with the parent, either in person or through telephone conversation, by the attendance officer to obtain an explanation for the pupil's absence and to explain to the parent the consequences of continued nonattendance. The attendance officer, the pupil, and the pupil's parent shall jointly develop a plan to resolve the pupil's nonattendance. Such plan shall include documentation of the reasons for the pupil's nonattendance. If the pupil is absent an additional day after direct contact with the pupil's parent and the attendance officer has received no indication that the pupil's parent is aware of and supports the pupil's absence, the attendance officer shall schedule a conference within 10 school days with the pupil, his parent, and school personnel, which conference may include other community service providers to resolve issues related to the pupil's nonattendance. The conference shall be held no later than fifteen school days after the sixth absence. Upon the next absence by such pupil without indication to the attendance officer that the pupil's parent is aware of and supports the pupil's absence, the school principal or his/her designee shall notify the attendance officer who shall enforce the provisions of the Code of Virginia, either one or both of the following:

*Filing a complaint with the Juvenile and Domestic Relations Court alleging the pupil is a Child in Need of Supervision (CHINS) as defined in the Code of Virginia 16.1-228 OR

*Instituting proceedings against the parents pursuant to the Code of Virginia 18.2-371 or 22.1-262.

Five Days:

Contact with the parent in person or by telephone.

(School will complete a five day letter)

Six Days:

A conference is scheduled within 10 school days but, no more than 15 school days from the 6th absence.

(Schools will complete a six day letter)

Seven Days:

Bedford County Public Schools will file a CHINS (Supervision)

Court Advisement:

The court would place the matter on a one year administrative docket.

The case could remain on the docket with NO further action if the family/child is following the court's recommendation to attend school all day every day. (IF NOT)

Each Court Order would state to cooperate with all service providers and at the next absence Bedford County Public Schools would refer to the Truancy Review Team (TRT)/Bedford DSS. At which time the following could occur:

- TRT meeting to come up with a plan to resolve attendance issues and provide wrap around support.
- File a possible violation of court order or seek charges against the parent after examining the matter further.
- Direct Case Management by DSS.

Case Management:

Each case is assigned a tier level: monitoring, truancy, or intensive truancy. There is also a tier for early intervention for school level meetings and families that seek help prior to being referred to the court or TRT. Monitoring is the basic truancy level in which the school and families are contacted at least monthly. The truancy level includes monthly updates from the school, and twice a month contact with the family including a home visit. Intensive Truancy is weekly contact with the family including a home visit monthly and biweekly contact with the school.