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| **Enforcement**   * **File case with the District Attorney’s Office** * **DAs office will move forward with the case or they will write a letter to the school district explaining why the case will not be filed** |
| **Intervention Level 3:**  **SARB** (School Administrator, SRO, District Attendance Administrator, School Liaison, School Administrator, School Linked Services Coordinator, Student, Parent,     * Monitor student attendance * Make regular contact with the family * Provide parent with (Santa Clara County) resources * Offer the Community Service Project (CSP) for community service hours * Make referral for student/family support |
| **Intervention Level 2:**  **(Mediation Meeting)** (District Attorney, Attendance Administrator, School Admin./, Attendance Liaison, School Linked Services Coordinator, Parents and/or Students) **Group Meeting/Individual Meeting if needed**   * Outline attendance expectations * Inform students and parents of the law pertaining to compulsory education and consequences associated with truancy * Provide student and parent with resources and referrals for programs that address barriers to good attendance * Monitor student attendance |
| **Intervention Level 1:**  **SART** Meeting (School Admin. and/or, District Attendance Admin.,Attendance Liaison, School Linked Services Coordinator, Parents, Students) **Group Meeting/ Individual Meeting for No-Shows**   * Outline attendance expectations * Inform students and parents of the law pertaining to compulsory education and consequences associated with truancy * Provide student and parent with resources and referrals for programs that address barriers to good attendance * Monitor student attendance |
| **Prevention:**  School-wide efforts to support all students   * Inform students and parents of attendance policies * Teachers record absences with care * Monitor student attendance * Ensure the classroom and school climate is safe and supportive for all students * Create engaging classroom environments * Share key messages with students and families and students during assemblies, in class, in the handbook, on Schoolloop * Recognize good and improved attendance * Provide school based health supports using a universal referral form * Identify reasons why a student is not coming to school and address them * Home visit * Phone calls |