



## Annual Attendance Warning Notice

2022-2023

Texas Education Code Section 25.0915

Dear Parents/Guardians:

We are excited about new beginnings and look forward to many successes this school year. Regular, punctual attendance is important to your child's learning and achieving success. To emphasize the importance of school attendance, this letter includes attendance policies and a quick reference guide to the State of Texas Attendance law. With your help and the support of the school staff, we know your child will be successful this year.

You, as the parent, are responsible for monitoring and requiring your child to attend school. If you have questions or concerns about your child's attendance, please call the school and request a conference with your school's administrator.

The LISD policy regarding attendance is as follows:

- Every student is allowed 5 parent calls per year. This is when a parent calls in that the student is ill and will not attend school, and we do not receive a doctor's note.
- When a student is going to be absent for a doctor's appointment, a medical excuse must be turned in to the school's Attendance Clerk within 3 days of the student's return to school.
- Students are allowed 3 Parent Request (PR) days per year. "Parent Request" days must be pre-approved (two weeks in advance) by an administrator. PR forms are located in the school's front office.
- The State of Texas requires that children attend school until their 19<sup>th</sup> birthday or until they graduate from high school. Furthermore, the law states that students must be present for a minimum of 90% of the days that the class is offered in order to be promoted or receive credit for course work in which they are enrolled.

If your child is absent from school without a medical excuse ten or more days or parts-of days within a six-month period in the same school year, you may be subject to prosecution. You, as the parent, may be taken to court for "Parent Contributing to Non-Attendance" under Texas Education Code (TEC) 25.093. Your child may also be taken to court for "Truant Conduct" under TEC 25.094. Offenses are punishable by a fine. As a reminder, parents may be filed on for full-day absences as well as for part-of-day absences. Part-of-day absences include: arriving late to school, leaving early/being picked up early from school, and being tardy to class.

We appreciate your support and look forward to teaching your child each and every day!

**TEC 25.085(a):** Compulsory School Attendance: A child who is required to attend school shall attend school each school day for the entire period the program of instruction is provided.

**TEC 25.093(a),(c):** Parent Contributing to Non-attendance: If an annual warning has been issued, the parent commits an offense if the Parent/Guardian fails to require the child to attend school and the child has been absent from school without excuse ten or more days or parts-of-days within a six-month period. Each day the child remains out of school may constitute a separate offense.

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