



CHATTAHOOCHEE COUNTY SCHOOLS ATTENDANCE PROTOCOL

STUDENT ABSENCES

PROCEDURES SUMMARY

Initial Attendance Letter



Attendance letter sent to parent/guardian reviewing **Georgia law O.C.G.A. 20-2-690.1** enclosed in student information packet

All Absences



System notifies parent/guardian via text/telephone call

10th Unexcused Absence



System notifies parent/guardian via email and text when student has minimum **10 unexcused absences** and is eligible for Saturday School.

15th Unexcused Absence



System notifies parent via text and email when student is **truant per Georgia law.**

More than 15 Unexcused Absences



Contact attempts are made via calls and home visits. **Truancy Meeting is held**, certified letter is mailed, court or other intervention is sought.