

**Secondary Violation of Compulsory Education (Grades 7-12 and/or Between Age 12-17)**

Pursuant to Utah Code 53G-6-202 Compulsory Education

Student's Name: \_\_\_\_\_ School: \_\_\_\_\_ Grade: \_\_\_\_\_

Custodial Parent(s)/Legal Guardian(s): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

*Truant means a student is absent for at least half of the school day without a valid parent/guardian excuse. A valid excuse means a parent/guardian communicates to the school via, phone, email, note, or in person and the type of absence is listed in Policy [2900 - Attendance](#)*

At 10 or more times truant a parent/guardian may be issued a "Notice of Truancy" by registered mail directing them to:

- **Meet** with the school designee to discuss the child's attendance problems
- **Cooperate** in securing regular attendance
- **Prevent** the child from being truant 10 or more times during the remainder of the school year

Violation Notice Date: \_\_\_\_\_ By \_\_\_\_\_ (Name/Title)

After implementing interventions listed below in **Section 1**, if the parent fails to meet with the school or prevents the child from being truant 10 or more times, the child is then considered "habitually truant" and shall be referred to an evidence-based alternative intervention listed in Policy 2900, Section 5.3.

If the child refuses to participate in interventions and/or is truant two more times, the school may report to Juvenile Probation at: 5thjuvreferralstg@utcourts.gov. Schools will need to provide evidence listed below in **Section 2** when contacted by Juvenile Probation.

Date Reported \_\_\_\_\_

**Section 1. The School's Duties in Resolving Attendance Problems: (Attach all documentation)**

Any action may be used to resolve an attendance problem with a school-age minor at any time during the process. (Also utilize [tiered interventions](#) that address the root cause of the absenteeism.)

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| ● Monitoring school attendance                           | ● Reward appropriate attendance                                 |
| ● Counseling by school authorities                       | ● Developed or revised IEP, BIP, or 504                         |
| ● Attendance contract                                    | ● Adjustments to the curriculum or schedule                     |
| ● Considered alternatives proposed by the child's parent | ● Assistance in completing missed assignments                   |
| ● Home visits  | ● Provide a <a href="#">list of resources</a> to assist parents |

**Section 2. Required Information for Reporting to Juvenile Probation: (Attach all documentation)**

- The name and contact information of the school representative assigned (excluding the SRO)
- Attendance record
- A report of the evidence based alternative interventions used by the school prior to the referral with outcomes
- A report from the Division of Juvenile Justice and Youth Services that demonstrates the minor's failure to complete or participate in prevention and early intervention youth services
- Any other information the school or district considers relevant