

School Attendance Intervention Plan

Date: _____
Rescheduled: _____

County Board Review: _____
Rescheduled: _____

Student's Name: _____ DOB: _____ Grade: _____ IEP: _____

School: _____

Parent/Legal Guardian: _____ Custody: N/A Full Joint

Address: _____

Home Phone: _____ Cell Phone: _____

Work Phone: _____ Emergency Phone: _____

Student Attendance History: (Current truancy, Past truancy, etc...)

Designated Intervention Team Leader: _____

Intervention Planning Participants:

Parent/Guardian

Parent/Guardian

Teacher

Social Worker

School Nurse

Counselor

Principal/Asst. Principal

Special Education

Psychologist

School Attendance Supervisor

Other

Other

I. What is the nature of the student's attendance problem? (please check all that apply)

Transportation Issues

- Too far to go
- No money for transportation
- No reliable means of getting to school

Safety Issue

- Surrounding neighborhood not safe
- School not safe
- Gangs
- School problem

Health Issue

- Pregnancy
- Lacking medical care/immunization
- Medical problems
- Substance abuse
- Disability
- Mental illness
- Chronic Physical illness

Academic/School Issue

- Problems with teacher or other school personnel
- Poor academic performance
- School discipline
- Suspended from school

Home Issue

- Tending to younger siblings
- Parent/Guardian not well
- Physical/sexual abuse in home
- Substance abuse in home
- Homeless
- Domestic violence
- Runaway

Social Issue

- Gender intimidation
- Gang activity
- Financial issues
- Difficult peer relationships
- Bullying
- Personal relationships
- Date violence
- Neglect
- Student is also a parent

Other:

Student Characteristics:

- Low Achievement
- Parenthood
- Drug/Alcohol Problem
- Low Attendance
- Credit Deficiencies
- Health-Related Issues
- High Failure Rate
- Discipline Referral

Please specify the details of the attendance problem(s) checked above and describe any applicable problems not listed above:

II. Actions to be taken by the parent(s)/guardian(s) to resolve the causes of the unlawful absences:

- Parent is to update school records when their address or phone number changes
- Cooperate with attending attendance, academic, discipline, and IEP (*if applicable*) conferences.
- Provide school nurse with medications necessary to prevent excessive absences / early sign-outs
- Sign-outs excused only with a medical note or by the school nurse (if nurse feels to ill to stay)
- Tardies excused only with a medical note. (*Student must be in classroom by the tardy bell*).
- Apply for Medicaid
- Submit medical **or** parent notes (*up to school limit*); turn in within time limit (*per school policy*)
- Submit medical notes **only** for the rest of the school year; turn in within 3 days of return to school
- Sign up your child/children to ride the school bus
- Schedule an appointment with the following agency:
 - Child & Adolescent Clinic (DMH) 716-2316 Behavioral Health Services 260-4168
 - Gateway Children’s Mental Health 406-6041 Foothills Alliance 231-7273
 - Family Counseling Center 225-6266 Other:
 - School-Based Mental Health (*counselor will refer*)

III. Actions to be taken by intervention team members:

IV. Actions to be taken in the event unlawful absences continue:

Will be referred to the Anderson County Board of Education

V. The next meeting to review progress of the attendance improvement recommendations will be held on
As needed

VI. Weekly attendance will be monitored by: School personnel

Should the parent(s) or guardian(s) refuse to cooperate with the intervention planning to remedy the attendance problem, the school district has the authority to refer the student to Family Court in accordance with SC Code Ann. 59-65-50, and a report shall be filed against the parent(s) or guardian(s) with the Department of Social Services (DSS) in compliance with SC Code Ann 20-7-490.

Parent/Guardian Signature

Parent/Guardian’s Signature

School Official’s Signature

COUNTY BOARD REVIEW: (*County Board use only*)

Parent/Guardian’s Signature

Parent/Guardian’s Signature

Attendance/Dropout Prevention Coordinator
Revised 2024-2025