



## Hope Township School

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***“Be the Leader that You Would Want to Follow”***

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This letter is to convey the strong stance that the State of New Jersey takes with regard to compulsory school attendance and to remind parents of the number of days the student has been absent. Because Hope School is a state-controlled institution, we are obligated to communicate state rules and regulations to parents.

We do recognize there are times when an absence from the classroom cannot be avoided. However, we encourage you to schedule family vacations/events in alignment with the district calendar. In the event your child is away from school during a time not aligned with the district calendar, the teachers will continue to teach new material and administer tests while you are away. Each day your child is engaged in lessons that often cannot be duplicated.

Any work that you choose to do with your child while you are away may be shared with your child's teacher when you return. At that time your child will be given the work that was missed in the classroom. It is the responsibility of the parent to ensure all work is completed from this unexcused absence.

In addition, in accordance with *NJ Statutes Annotated (NJS) 18:A* and *NJ Administrative Code (NJAC) 6A*, the following guidelines will be followed when absences are “unexcused.”

- For up to 4 cumulative unexcused absences, the school will conduct an investigation including contact with the student's parents (this letter) to determine cause of absences, will develop an action plan as necessary, and will contact law enforcement and other authorities or agencies as appropriate.
- For between 5 and 9 cumulative unexcused absences, the school will conduct a follow-up investigation including contact with the parents, will evaluate and revise the action plan above to include referrals, consultations or assessments, and will cooperate with law enforcement and other authorities and agencies.
- For cumulative unexcused absences of 10 or more, the student is considered truant. For students between the compulsory school ages, the school district will make mandatory referral to the court program as required by the *NJ Administrative Office of the Courts*. The school will consult with the parents, cooperate with law enforcement and other authorities and agencies, and will proceed in accordance with *NJS 18:A, Compelling Attendance at School*, and other applicable State and Federal statutes, as required.

Yours In Education,

*Kevin Newman*

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