

COMPULSORY ATTENDANCE
Mediation Conference Notice

Date: _____

School: _____

Parent Address: _____

Dear Parent or Guardian:

You are receiving this letter because your child is chronically absent. You have previously received a letter alerting you of this situation. We have asked you to provide satisfactory excuses for your child's absences and to make reasonable efforts to improve attendance. This issue continues to be a problem.

Iowa law and the North Scott Community School District's policy require that parents and/or custodians cause their children to attend school every day, all day. North Scott requires 180 days of attendance during the school year.

Due to the number of truanancies your child has had, you must attend a conference. The reason for the conference is to put in place an agreement between your family and the school that will improve the attendance of your child.

The following information gives you the details of when and where this conference takes place

Conference Location: _____

Date: _____
Time: _____

This conference is required for you to attend. If you have any questions, please contact your child's school, and ask to speak to the administrator.

Please be advised it is your legal responsibility to see that your child attends school every day possible and that you are not in compliance with Iowa's Compulsory Education Law. District Court is not the preferred place to solve student attendance problems. If your child's truancy continues, the North Scott Community School District shall initiate the appropriate legal action.

Sincerely,

Building Principal

Approved: June 27, 2005
Reviewed: April 9, 2012
Revised: