



Union Public Schools
Notice of Non-Attending Student

Name of Non-Attending Student _____

Address _____

_____ Telephone _____

Date of Birth _____ Grade Level _____

School Last Attended in Reporting District _____

Last Day of Attendance or Withdrawal Date _____

Mother Guardian _____

Home Address _____

Home Telephone _____ Work Telephone _____

Father Guardian _____

Home Address _____

Home Telephone _____ Work Telephone _____

ABSENCES WITHOUT VALID EXCUSE

WARNING: This student has been **ABSENT** for four or more days or parts of days within a four-week period, without valid excuse. The parent/guardian of this student is in violation of the Oklahoma Compulsory Education Law (see back of this form).

FULL DAY	A.M. ONLY	P.M. ONLY
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

4 DAY NOTICE SENT TO PARENT/GUARDIAN ON:

_____ Assistant Principal Name	_____ Assistant Principal Signature	_____ Date
_____ Building Principal Name	_____ Building Principal Signature	_____ Date

NOTICE

If within five (5) days after the above warning is RECEIVED, the parent/guardian does not comply with compulsory attendance laws, additional absences will be recorded below and sent to the Tulsa County District Attorney for prosecution. DATES OF ADDITIONAL ABSENCES:

NOTICE SENT TO DISTRICT ATTORNEY BY: Kelly Brassfield, Union Attendance Officer

SIGNATURE: _____ DATE: _____

FROM THE COMPULSORY EDUCATION LAW

It shall be unlawful for a parent, guardian, custodian, or other person having control of a child who is over the age of five (5) years and under the age of eighteen (18) years, and who has not finished four (4) years of high school work, to neglect or refuse to cause or compel such child to attend and comply with the rules of some public, private or other school, unless other means of education are provided for the full term the schools of the district are in session; and it shall be unlawful for any child who is over the age of sixteen (16) years and under the age of eighteen (18) years, and who has not finished four (4) years of high school work, to neglect or refuse to attend and comply with the rules of some public, private or other school, or receive an education by other means for the full term the schools of the district are in session. Provided, that this section shall not apply: (1) If any such child is prevented from attending school by reason of mental or physical disability, to be determined by the board of education of the district upon a certificate of the school physician or public health physician, or, if no such physician is available, a duly licensed and practicing physician; (2) If any such child is excused from attendance at school, due to an emergency, by the principal teacher of the school in which such child is enrolled, at the request of the parent, guardian, custodian or other person having control of such child; (3) If any such child who has attained his or her sixteenth birthday is excused from attending school by written, joint agreement between (a) the school administrator of the school district where the child attends school, and (b) the parent, guardian or custodian of the child. Provided, further, that no child shall be excused from attending school by such joint agreement between a school administrator and the parent, guardian or custodian of the child unless and until it has been determined that such action is for the best interest of the child and/or the community and that said child shall thereafter be under the supervision of the parent, guardian or custodian until the child has reached the age of eighteen (18) years; or (4) If any such child is a member of the Jewish faith, on the days that Rosh Hashanah and Yom Kippur are observed. The child is hereby excused from attending school on said days.

It shall be the duty of the attendance officer to enforce the provisions of this section. Any parent, guardian, custodian, child or other person violating any of the provisions of this section shall be guilty of a misdemeanor, and upon conviction thereof shall be punished by a fine of not less than Five Dollars (\$5.00) nor more than Twenty-Five Dollars (\$25.00) for the first offense, not less than Ten Dollars (\$10.00) nor more than Fifty Dollars (\$50.00) for the second offense, and not less than Twenty-Five Dollars (\$25.00) nor more than One Hundred Dollars (\$100.00) for each subsequent offense. Each day the child remains out of school after the written warning has been given or the child ordered to school by the juvenile court may constitute a separate offense. At the trial of any person charged with violating the provisions of this section, the attendance records of the child or ward may be presented in court by any authorized employee of the school district. (Oklahoma Statutes, Title 70, Sec. 10-105.)

It shall be the duty of the principal or head teacher of each public, private or other school in the State of Oklahoma to keep a full and complete record of the attendance of all children at such school and to notify the attendance officer of the district in which such school is located of the absence of such children from the school together with the causes thereof, if known, and **it shall be the duty of any parent, guardian or other person having charge of any child of compulsory attendance age to notify the child's teacher concerning the cause of any absences of such child.** It shall be the duty of the principal or head teacher to notify the parent, guardian or responsible person of the absence of the child for any part of the school day, unless the parent, guardian or other responsible person notifies the principal or head teacher of such absence. Such attendance officer and teacher shall be required to report to the school health officer all absences on account of illness with such information respecting the same as may be available by report or investigation; and after investigation of all fact relating to the absence of any child or children from such school, the attendance officer shall, if justified by the circumstances, promptly give warning to the parent, guardian or custodian of any child who has not complied with the provisions of this article, that the attendance of such child is required at some public, private or other school as herein provided. **If within five (5) days after warning has been received, the parent, guardian or custodian of such child does not comply with the provisions of this article, then such attendance officer shall make complaint against the parent, guardian or custodian of such child in a court of competent jurisdiction for such violation, which violation shall be a misdemeanor.** If a child is absent without valid excuse four (4) or more days or parts of days within a four-week period, the parents shall be notified. If the child is absent from school for ten (10) or more days or parts of days within a semester without a valid excuse, the attendance officer shall immediately report such absences to the district attorney in the county wherein the school is located for juvenile proceedings pursuant to Title 10 of the Oklahoma Statutes. (Oklahoma Statutes, Title 70, Sec. 10-106.)

FROM THE CHILD LABOR LAW

Before any child under the age of sixteen shall be employed it shall be the duty of the parent or guardian of such child to procure and furnish the employer of such child an age and schooling certificate (Title 40, Sec. 77, O.S. 1951).

Any person violating any of the provisions of this (Article 3) shall be punished by a fine of not less than ten dollars nor more than fifty dollars, or imprisoned for not less than ten or not more than thirty days, or both such fine and imprisonment (Title 40, Sec. 88, O.S. 1951).