



Regina Roman Catholic Separate School Division # 81

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| Students 9120 <hr/> Truancy | Administrative Application | |
| | Effective: | January 7, 2019 |
| | References: | The Education Act, 1995, Sec. 159, 160, 162 Student Tracking Program – Ministry of Education Registrar's Handbook for School Administrators – A-1 Policy 12 – Role of the Director |
| | Status: | Operational |

Application

A student who is frequently absent from school for no valid reason or who is truant shall be reported to the designated senior administrator or designate in accordance with *the Education Act* and the Regina Catholic School Division (RCSD) attendance manual.

The Ministry of Education created a *Student Tracking Programming: Standards of Practice for Student Enrolment and Withdrawal from the Student Data System*. “**Code 61 Discontinued Schooling – Monitoring**” is the standard of practice for students with whom you have contact but who are not attending (truant). The “non-attendance” standard of practice advises Student Records at the Ministry of Education as to when the investigation is complete and when the school and/or school division has exhausted all their best efforts to help the student and family achieve regular attendance.

The principal or designate in each high school shall carry out the duties of the local attendance officer as prescribed in *The Education Act*.