

108 Washington Street • P.O. Box 1724 • Cumberland, MD 21501-1724
Telephone (301) 759-2000 • www.acps.allconet.org

School: _____

Date: _____

Dear Parent/Guardian of _____ Grade: _____

This notification is to inform you that your child has accumulated at least **5** days of unlawful absences from school. Absences due to a quarantine do not constitute an unlawful absence and are not reflected in the number of unlawful absences.

Regular school attendance is expected of all students in the Allegany County Public Schools. School attendance is directly related to school achievement. In order to maximize academic achievement, there must be a unified effort by all school staff, parents, students, and the community to improve overall school attendance. School administrators, teachers, and support staff are expected to make all reasonable attempts to assist students and parents in addressing those factors which cause students to be absent from school.

When a student has unlawful absences from school for 5 days, the school attendance committee will review the student's absences and may invite the student's parents to come to the school for a conference. Should a conference be needed, your child's school will contact you to schedule your conference.

It is our hope that by working together we can provide the best education possible for your child. If you have any questions concerning this notice, please contact the school administration.

Signed _____

Mr. Jeffrey S. Blank
Superintendent of Schools



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School: _____

Date: _____

Dear Parent/Guardian of _____ Grade: _____

This notification is to inform you that your child has accumulated **9** days of unlawful absences from school. Absences due to a quarantine do not constitute an unlawful absence and are not reflected in the number of unlawful absences.

Regular school attendance is expected of all students in the Allegany County Public Schools. School attendance is directly related to school achievement. In order to maximize academic achievement, there must be a unified effort by all school staff, parents, students, and the community to improve overall school attendance. School administrators, teachers, and support staff are expected to make all reasonable attempts to assist students and parents in addressing those factors which cause students to be absent from school.

When a student has unlawful absences from school for 9 days, the school system and/or the parent may request a parent conference. Please contact the school to see if a conference is necessary.

It is our hope that by working together we can provide the best education possible for your child. If you have any questions concerning this notice, please contact the school administration.

Signed _____

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School: _____

Date: _____

Dear Parent/Guardian of _____ Grade: _____

This notification is to inform you that your child has accumulated **12** days of unlawful absences from school. Absences due to a quarantine do not constitute an unlawful absence and are not reflected in the number of unlawful absences.

Regular school attendance is expected of all students in the Allegheny County Public Schools. School attendance is directly related to school achievement. In order to maximize academic achievement, there must be a unified effort by all school staff, parents, students, and the community to improve overall school attendance. School administrators, teachers, and support staff are expected to make all reasonable attempts to assist students and parents in addressing those factors which cause students to be absent from school.

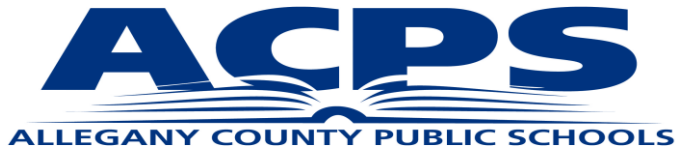
As a result of your child's unlawful absences, a conference is required. Please contact the school to establish a date and time for this conference.

Please be advised that per ACPS policy and state law, should further unlawful absences continue, both you and your child are subject to legal action.

It is our hope that by working together we can provide the best education possible for your child. If you have any questions concerning this notice, please contact the school administration.

Signed _____

Mr. Jeffrey S. Blank
Superintendent of Schools



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School: _____

Date: _____

Dear Parent/Guardian of _____ Grade: _____

This notification is to inform you that your child has accumulated ____ days of unlawful absence from school. Absences due to a quarantine do not constitute an unlawful absence and are not reflected in the number of unlawful absences.

Regular school attendance is expected of all students in the Allegany County Public Schools. School attendance is directly related to school achievement. In order to maximize academic achievement, there must be a unified effort by all school staff, parents, students, and the community to improve overall school attendance. School administrators, teachers, and support staff have made all reasonable attempts to assist you and _____ in addressing factors which have caused _____ to be absent from school.

As a result of _____ attendance record, please be advised that I have filed charges against you for violation of Maryland's Compulsory School Attendance Law. Additionally, school administration is recommending the additional consequences be applied to _____:

- Referral to the Department of Juvenile Services
- Retention in the grade (grades K through 8).
- Referral to an appropriate agency for assistance.
- Assignment to additional days of attendance (not included in regular school year).
- Referral to GED services for those students beyond the compulsory attendance age.
- Withdrawal as a student not accessing educational services. (*Only to be used for a student who has been absent for ten (10) consecutive days, as per the 2020 Maryland Student Records Manual*)

It is our hope that _____ attendance issues can be resolved so that your child can receive the best education possible.

If you have any questions concerning this notice, please contact me or the school administration.

Signed _____
Pupil Personnel Worker