

Shamokin Area

Occurrence	School	Truancy Team
3 rd unexcused absence	Send warning letter Include letter from CYS Administrator Send Referral to Truancy Team	Send joint letter From Truancy Team
SAIP Scheduled	Notify Truancy Team of Date	Truancy team will contact family and encourage them to attend
SAIP	Following SAIP send copy to Truancy Team	Truancy team attends SAIP
	Provide weekly attendance to Truancy Team	Truancy Team will be monitoring attendance
6 th unexcused absences	Provide Truancy Team with up to date attendance	Truancy team will notify family that they are being scheduled for PTAP and notify school of who is scheduled and date
PTAP	Provide 2 classroom areas to conduct PTAP in evening	Conduct PTAP
Post PTAP	Provide weekly attendance to Truancy Team	Truancy Team will be monitoring attendance
Post PTAP unexcused absences continues	Truancy team and school meet to discuss direction	Meet with school to discuss direction
Post PTAP absence meeting results	Referral to magistrate and/or CYS	Briefing magistrate and/or CYS