School Attendance Improvement Plan (SAIP) Date:

Goal: Increase (student's name) school attendance by (date)

Name of student:	Address:	Special Needs:
Date of Birth: Gender: Grade Level:	Phone Number:	Medical/Health Concerns:
Name of Parent/Guardian:	Address:	Address:
	Phone Number (S):	Phone Number (S):
Name of School District:	Address:	Principal's Name:
SCASD	Phone Number:	Email:
Name of School:		Counselor's Name:
	Website:	Email:
		Home and School Visitor: Name: Cindy Sergeon Phone: 814-272-8225 Email: ces31@scasd.org Referral Source:
Parents Contacted By:	Date:	Via: phone / email

Date of	Written	Reason(s) for Absence	Action Taken (e.g., Parent
Absence	Excuse		Letter, 1 st offense sent on,
	Provided?		John Doe called parent,
	(Y/N)		Mrs. Smith to discuss)
1.			
2.			
3.			
4.			
5.			

6.				
7.				
8.				
Assessment/Areas of Need				
Description Description	•			
1.				
2.				
3.				
Solutions				
Description		Responsible Party (i	es)	Completion Date
1.				
2.				
3.				
Strengths of the Student/Fa	mily/Schoo	ol:		
Description		elevance to the Plan		
1.				
2.				
3.				
General Information Rega	rding Fam	ily, Habits and Routi	nes: (at	meeting)
1. Are there siblings, step o home?	r half-sibli	ngs, or other children	ı or you	ing adults in the
2. With whom does the stud	dent live du	ring the week?		
3. Bedtime is at?	Wake	up?		
4. Means of transportation	?			
5.				
Benefits for compliance				
1.Complying with the comp	ulsory scho	ol attendance laws wil	l lead to	achieve academic
success.		or anomanie in the Wil	. 1044 10	asmo, o doddonino
2. Complying with the comp	oulsory scho	ool attendance will pre	vent any	legal actions with
the District Magistrate Cour	t.			_
3.				

Consequences for non-compliance

- 1. There is a direct correlation between academic success and attendance. Therefore, by not complying with the compulsory school attendance law there is an increased risk of academic struggles.
- 2. Non-compliance of compulsory school attendance will lead to legal actions. Any unexcused absences after the TEP meeting will result 2nd offense being filed with the District Magistrate Court on a weekly basis.
- 3. If a criminal complaint is filed in the Magistrate Court, criminal changes will show up on a criminal background check.

Date(s) for Follow-up Outcomes Meeting:
For questions, concerns or difficulties implementing this plan or if the roles of each party is unclear, contact () prior to the scheduled progress meeting.
Outcomes from meeting on:
1. 2. 3.
Next Steps from meeting on:
1. 2. 3.

This SAIP was created collaboratively to assist the student in improving attendance, to enlist the support of parent/guardian and to document the school's attempt to provide resources to promote student success.

Signatures	Date
Student:	
Parent or Guardian:	
School Administrator/Dean:	
School Counselor:	
Classroom Teacher:	

School Psychologist:	
Home and School Visitor:	
Family Outreach Specialist:	
School Nurse:	
Other:	
Other:	
Other:	