

Compulsory Education – 10 day letter – Secondary School

Attendance Matters and You Can Help

**(student's name)
has missed 10 days of
school this year.**

Dear Parents/Guardians of ____ (Student's name) ____,

We have noticed that ____ (Student's first name) ____ has been absent frequently from school. We miss them. Our school is better when ____ (Student's first name) ____ is present. Your teen's teachers, friends and classmates notice a difference when he/she is absent.

Students fall behind in their learning when they are absent from school for excused or unexcused reasons. Research from the pandemic indicates that showing up to school matters for your teen's health, well-being and learning. Studies report reduced anxiety and depression among students who attend school regularly and feel connected at school.

Call (Student's name)'s school at (school phone number) for help. We care and want to help.

Sincerely,

Utah State Code indicates, "The parent of a school-aged child shall meet with school authorities to discuss the school-aged teen's school attendance problems and cooperate with the school in securing regular attendance by the school-aged child" (§53G-6-202). **If your teen has 10 consecutive days of unexcused absences without notification, your student will be withdrawn from school in accordance with Utah Law (R277-419).**

This letter constitutes administrative notification # 3
(Email to all parents in family1)
Cc: Student's permanent file