



LCPS FORM JHB-E3 Ten-Day Letter

Date: _____

School: _____

To: The Parents/Guardians of _____ This letter is to inform you that you and your child may be in violation of the New Mexico Compulsory School Attendance Law, 22-12-1, NMSA 1978 (attached). School records indicate that your child has missed 10 or more days of school. The school district is required to file a referral to the Office of the District Attorney. Attached is a condensed attendance summary detailing days missed.

An attendance intervention conference will be held at (Where) _____ (Date) on _____ at (time) _____ am/pm.

Enforcement of Attendance Law; Habitual Truancy; Penalty (2009)

Written Notice of Habitual Truancy

[22-12-1 NMSA 1978]

I understand that the enforcement of the provisions of the Compulsory School Attendance Law against me as a parent has been initiated.

As a parent, I have been made fully aware of the fact that I am the parent of a student subject to and in noncompliance with the provisions of the Compulsory School Attendance Law. I am here in an effort to seek intervention strategies that focus on keeping my child in an educational setting.

As a student, I understand that children's court may order my driving privileges to be suspended for a specific time not to exceed ninety days on the first finding of habitual truancy and not to exceed one year for a subsequent finding of habitual truancy.

As a parent, I understand that if violations of the Compulsory School Attendance Law continue after receiving written notice, I am subject to possible fines, community service and or imprisonment.

Parent name (print) _____ **Parent Signature:** _____
Date: _____

Parent name (print) _____ **Parent Signature** _____
Date: _____

Student name (print) _____ **Student Signature:** _____
Date: _____

School Witness (print) _____ **School Witness Signature:** _____
Date: _____