

## STUDENT WITHDRAWAL FROM SCHOOL

No pupil over the compulsory attendance age in this district shall be dropped from enrollment unless he or she has been absent twenty consecutive school days and the following procedures have been complied with:

1. The Building Principal and/or the Superintendent of Schools shall schedule and notify in writing both the student and his/her parents or guardians of an informal conference.
2. At such conference, the Principal and/or the Superintendent shall determine the reasons for the student's absence and ascertain whether reasonable changes in the student's educational program would encourage and facilitate his or her re-entry or continuance of study.
3. The student and his/her parents or guardians shall be informed orally and in writing of the student's right to re-enroll at any time in the school, if qualified under law.
4. If the pupil or his/her parents or guardians fail after reasonable notice to attend the informal conference, the student will be dropped from the rolls of the school, provided that he or she and the parents/guardians have been notified that they may re-enter at any time if qualified under the law.

Cross-ref: 5130, Compulsory Attendance Ages  
5150, School Admissions

Ref: Education Law §3202(1-a)

Adoption date: November 22, 1993