

Colleton County School District

Attendance Office
805 Hampton Street
Walterboro, South Carolina 29488

Telephone (843) 549-2009

Date

Parent/Guardian Name

Mailing Address

City, State, Zip

Re: Student:
Grade:
Date of Birth:
Court Order Date:
Days Absent:

Dear Parent/Guardian Name:

This letter is to remind you that your child has been placed under a Family Court Judge's Order to attend school and maintain a clean discipline record until graduation. Your child can only be absent from school if he/she is sick or involved in a legal proceeding in which you have obtained a medical or legal excuse for any days absent.

If your child continues to have unexcused absences, you could be fined up to \$50.00 and/or sentenced up to thirty (30) days in jail for each unexcused absence. It is also possible that the child could be removed from your home by a judge's Court Order.

As of today's date your child is in violation of his/her Court Order. If your child has any more unexcused absences, the school will be required to report his/her absences to the local Department of Juvenile Justice for further action being taken.

In order for a student to participate fully in the learning process, regular attendance is necessary.

Sincerely,

Wilmont Hayes
Attendance Coordinator

