

**Murray County Schools**  
*Attendance Review Committee Notice*

Date: \_\_\_\_\_

Dear Parents/Guardians of: \_\_\_\_\_

The Murray County School System cares about students. It is our goal for each child to receive the best education possible. In order for students to get the most of their education, they must attend school on a regular basis, with minimal absences. Our school system is working in compliance with the Georgia Compulsory Attendance Law to help ensure students attend school on a regular basis and that students are involved in curricular experiences.

It has come to our attention that your child has been absent \_\_\_\_\_ days so far this school year. Our concern is that your child has missed valuable instructional time. In addition, the Georgia Compulsory Education Law requires us to share with you actions that could be taken when students have excessive absences from school. Actions could include recommendations for criminal prosecution, referral to Juvenile Court, or referral to the Department of Family and Children Services. Parents (s) may be charged with a misdemeanor if they are causing or allowing their child's absence from school. The penalty can be up to \$100.00 fine and up to 30 days in jail for each day their child has an unexcused absence from school.

Our goal is for your child to maintain good attendance and be successful in school. We would like to work with you on this matter. Please understand that some actions are required under the Georgia Compulsory Attendance Law.

Due to your child's absences, you are being asked to attend an Attendance Review Committee meeting, with the focus on improving your child's attendance. The meeting will be held at the date and time listed below.

Sincerely,

Principal

Date of meeting: \_\_\_\_\_ Time of meeting: \_\_\_\_\_ Location: \_\_\_\_\_

\_\_\_\_\_ I will attend this meeting.

\_\_\_\_\_ I cannot attend.

Please call me to reschedule at the following number: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Parents, this meeting is mandatory. This is your \_\_\_\_\_ notification. If you cannot make this meeting please call 706-695-0888 to reschedule. After the third notice, we must notify our school social worker for further investigation.