



**Student Services
Attendance Letter**

Attendance

Attendance is critical to the academic success of students. By attending school and class every day, students are more likely to keep up with the daily lessons and assignments and achieve academic success starting in kindergarten and continuing through high school.

Florida State Statute 1003.21 states that children of compulsory school age must attend school regularly during the entire school term. As such, Alachua County Public Schools maintains an affirmative obligation to ensure that the compulsory attendance laws are enforced.

Alachua County Public Schools will follow the established attendance policy as defined in School Board policy, 5200 – Attendance. Parents of students are required to explain all absences in writing. If a student’s excuse for being absent does not meet the criteria for excused absences defined in the school board attendance policy for excused absences, or the parent(s) fails to report and explain the absence(s), the student’s absence will be considered unexcused.

Driver’s Licenses & Attendance Compliance

Driving a motor vehicle is a privilege that can be revoked for students who develop patterns of non-attendance. Section 322.091, Florida Statutes requires that school age children between the ages of 14 up to 18 meet attendance requirements to maintain driving privileges. Section 1003.27(2)(b) requires the School District to notify the Florida Department of Highway Safety and Motor Vehicles of all students aged 14-17 who accumulate 15 or more unexcused absences in any 90-calendar day period, or who have dropped out of school. The DHSMV informs the student & parent/guardian initiates one of two actions until such time when students comply with attendance requirements:

- A Notice of Intent to Suspend is recorded by the DHSMV for all licensed students; and
- An entry of Non-Compliance is entered by the DHSMV for all unlicensed students that withholds eligibility to apply for a driver license.

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| Student Name: _____ |
| Current number of unexcused absences: _____ within the 90-calendar day period from _____ to _____. <i>beginning date</i> <i>ending date</i> |
| Date _____ |
| Signature _____ Date: _____ |
| Title _____ |

Reinstatement of driving privileges for students in traditional schools is contingent upon students attending 30 consecutive school days with no unexcused absences, after the last unexcused absence. Students enrolled in the district's Florida Home Education Program are eligible only after 30 days of enrollment have elapsed.

To verify compliance of attendance requirements:

- School principals complete the Notification to The Department of Highway Safety and Motor Vehicles, Student Compliance with Attendance Requirements Form (**HSMV 72870**);
- The District's Home School Office completes the notification for students enrolled in the District's Florida Home Education Program. The Department of Highway Safety and Motor Vehicles Student Compliance with Enrollment Requirements for a Home Education Program Form (**HSMV 72871**) is completed.

Reinstatement forms must be notarized or have the school seal and be legible.

Students must submit the verification document within 30 days of the date of the form, to a local driver license office for processing, and may contact the **Florida Department of Highway Safety and Motor Vehicles** at **(850) 617-3811** for additional inquiries regarding this state mandate.

For licensed minors reported to the department in error, the school district can electronically transmit a cancellation code to delete the Notice of Intent to Suspend. This must occur within 20 days from the date of the Notice of Intent to Suspend.

Hardship Waiver Hearings

If you choose to apply for a hardship waiver (unlicensed minors are not eligible for a hardship waiver), a hearing must be requested within 15 calendar days from receipt of the Notice of Intent to Suspend. The request must be in writing and directed to the school principal or designee. Your license suspension will not be effective if the department receives notification that you have requested a hardship waiver hearing. If the hardship waiver is granted, your driving privilege will not be suspended. If the hardship waiver is denied, your driving privilege will be suspended.