

RCBOE Head Start
2023-24 Attendance Protocol



Every 3 consecutive absences	Referral & Phone Contact
@ 3 unexcused absences	Referral & Phone Contact
@ 5 unexcused absences	Referral & Letter
@ 8 unexcused absences	Referral & Conference
@ 11 unexcused absences	Referral & Home Visit
@ 15 unexcused absences	Referral & 2 nd Home Visit
@ 18 unexcused absences	Withdrawal