

Date

Parent/Guardian Name

Address

Address

RE: Student Name Student #: _____

Dear Parent/Guardian

In the State of Washington, there is an Attendance law known as the BECCA Bill, RCW28A.225.020. This law makes attendance mandatory for all children between the ages of 8 and 18 (and enrolled children who are 6 and 7 years old). The BECCA law requires the school district to inform the child's parent(s) or guardian by a notice in writing or by telephone whenever the child has an unexcused absence.

We have attempted to contact you by phone and/or letter and have been unsuccessful, therefore we are setting up a conference for you to attend **with your child** on:

	with	
Date/Time		Name/Position
Place		

If the actions taken by the school are not successful in reducing your child's absences, it is the school's obligation by law to file a petition with the Juvenile Court. Upon the fifth unexcused absence within a month or the tenth unexcused absence during the current year, the school may file a petition claiming violation of RCW28A.225.020 by the parent(s)/guardian; by the child; or both.

If the child and/or parent/guardian fail to comply with the court order to attend school without further unexcused absences, the school may file a contempt motion and the court may order sanctions.

You may refer to the Spokane School District website under Policies and Procedures/Attendance for further clarification.

Our hope is to work together to help your child have a successful school year.

Sincerely,

Administrator/Designee – Responsible for BECCA