

Educational Neglect Reporting Procedures

A child protection report for educational neglect should be made to Watonwan County Human Services when:

- A child is under 12 years old and
- Has 7 full days of unexcused absences and
- The school has made appropriate efforts to resolve a child's attendance problems such as sending letters or phone and in-person contact with child's parent or guardian

*Children under age 7 enrolled in half-day or full day kindergarten are subject to mandatory attendance requirements and must receive instruction

When making a report to Watonwan County Human Services:

1. Complete the suspected child maltreatment form
2. Provide a copy of the attendance report
3. Provide copies of all communication with the family such as the 3, 5 and 7 day notification letters
4. Information can be faxed to the social services intake worker at 507-375-7359 or mailed to WCHS, PO Box 31, St. James MN 56081.

If any of the unexcused absences occurred during a time of DISTANCE LEARNING, please also include your attendance policy for distance learning. Please also include information of appropriate efforts to identify any barriers and additional support provided to the family. This information is needed to establish a parent's failure to comply with compulsory instruction laws vs limitations due to COVID.

The following are guidelines to use when reaching out to a family:

1. Does the family have internet access?
2. What equipment does the family need? Do they have access to it?
3. Do the parents know how to use the equipment? Do they understand what programs to use for the student and how to use them? Do they understand the expectations for attendance/school work? Who do they contact with questions and how?
4. What modifications have been considered and attempted to engage the student? Modifications for attendance? Modifications for schoolwork?
5. What has reaching out to the family looked like? What dates did this occur? What methods of communication were used? What was the family's response/outcome?
6. Has an individual attendance plan been developed for the student? Who is responsible for developing this? Does the plan take into account parent abilities? This may include but is not limited to the parent's continued work schedule/availability to help the student, the student's and/or parent's cognitive level/ability to understand school work, the current physical and mental health of all family members, is the home environment conducive to learning, etc.
7. Has the school communicated what may occur if the students/parents are not following through with school work?