Hartford Truancy Workflow – UPDATED 2/15/19

WORKING DRAFT

Student identified as truant

- Educational Neglect? Yes → DCF 136
  - No → Medical?
    - Yes → Follow 504 guidelines
    - No → Special education?
      - Yes → Follow IDEA/SPED/PPT guidelines
      - No → Behavioral?
        - Yes → Follow SRBI/SAT guidelines
        - No → Monitor progress and follow up with DCF re: care and plan

- No → Monitor progress and follow attendance policies and procedures

- Student truant, habitually truant, school defiant? Yes → Complete referral (SDE form)
  - No → Needs additional interventions?
    - Yes → Obtain parent release form with signature
    - No → Send referral and parent release form to City of Hartford DFCYR

- Yes → Send referral to The Village

The Village will connect youth to providers and programs based on need assessment.

Completion of Ohio Scales Screening (CSDE Required)

Send notification/report to City of Hartford

DFCYR to send monthly status report to schools

City of Hartford

Create data record

Referral form complete and signed? Yes → Send Referral to The Village
  - No → Schools send attendance report to DFCYR