



Public Health Reporting Form

Fort Wayne-Alle County Department of Health

School Absence Report

In accordance with Indiana Administrative Code*, please report to the local health department any time the percentage of students absent from a school is equal to or greater than 20% of the enrolled students. Additionally, any absentee rate that is of concern or any unusual occurrence of disease should be reported to the health department.

School Absence Information	
School District	
Name of School	
Person Reporting	
Date	
# of Students Absent	
% of Students Absent	
Comments (if necessary)	

Thank you for your cooperation with this public health issue.

Please **fax** report to Department of Health at (260) 449-8731, or **email** to erika.pitcher@allencounty.us.

You may also call (260) 449-7556 during normal business hours.

***512 IAC 1-2-2 Report of absenteeism in excess of the threshold**

Authority: IC 20-33-2-47

Affected: IC 16-19-10-8; IC 20-33-2-42

Sec. 2. (a) Except as provided in subsection (c), each school corporation and accredited nonpublic school shall report to the local health department the percentage of student absences when the percentage of students absent from a school is equal to or greater than the threshold rate of twenty percent (20%) of the enrolled students.

(b) Reports are not required on days immediately before or after a school vacation day or a scheduled instructional day that is canceled due to any weather-related emergency unless otherwise determined by the superintendent.

(c) A copy of any report to the local health department under provisions of this article shall be sent to the state attendance officer or state attendance official. (*Department of Education; 512 IAC 1-2-2; filed Nov 16, 2006, 3:57 p.m.: 20061213-IR-*