

## **Dakota County Online Truancy Referral Portal:**

All referrals for Truancy for youth ages **12-16**, must be made through the Dakota County online Truancy referral portal. This portal can be found on the Dakota County School Attendance Website at [www.co.dakota.mn.us](http://www.co.dakota.mn.us) Search: School Attendance.

Dakota County will accept truancy referrals when a child accumulates 7 or more full day unexcused absences outside of the school building.

School districts are strongly encouraged to refer to Minnesota Statute 260C.007 to develop written policies as to what constitutes unexcused absences.

### **Portal Access**

First time users should go to the portal to enter their information and request access. It will take two business days to approve access. Users can save information and submit the referral at a later date, but the referral must be submitted within 30 days, or it will be deleted.

Attendance records are required for submission.

Users can see the status of referrals for their school only. Schools should limit staff access to the portal to those directly involved in addressing school attendance.