



EASTERN SHORES

SCHOOL BOARD

Administrative Bulletin

ES-112

DROP-OUTS AND/OR DEPARTURES

The Designated Authority or his or her delegate must prepare a dossier outlining the reasons why a student drops out of school.

Subsequent to an analysis of the reasons, the Designated Authority must mobilize the resources available in order to minimize the incidence of drop-outs in his or her school.

The Designated Authority must report all cases of drop-outs or departures on the attached Notice of Departure form which must be forwarded to the enrolment officer of the School Board. In the case of a drop-out, a **SPECIFIC** reason must be listed.