



**AT RISK CHILD
UNEXCUSED AT RISK CHILD
ABSENCE REPORT**

The Rilya Wilson Act, F.S. 39.604

Children who are in the care of the state due to abuse, neglect or abandonment must participate in a licensed early education or child care program 5 days a week. If a child covered by this law is absent from the program on a day when he or she is supposed to be present, the person with whom the child resides must report the absence to the program by the end of the business day. Children who are subject to this law may not withdraw from the program without the prior written approval of the responsible agency. **All absences** shall be reported the following business day to the Family Safety Program Office of the Department of Children and Family Services or its designee (Our Kids, Inc.).

To: _____ **Our Kids, Inc.**
Case worker

From: _____
Director *Name of Center*

_____ *Center Phone* *Center Fax*

Date: _____ **Time:** _____
MM/DD/YY *AM/PM*

Child: _____
LAST NAME, First name

Birthdate: _____ **ID#:** _____
MM/DD/YY *Social Security Number*

The above child did not attend our program on _____
MM/DD/YY

The caregiver reported the absence on _____
MM/DD/YY
Time

The caregiver did not report the absence, as required.