

Attendance Policy

Attendance

Classroom attendance instills a concept of self-discipline, exposes a student to group interactions with teachers and fellow students, and enables a student to hear and participate in class discussion and other related learning experiences.

Regular attendance is critical in the development and learning of all students. Absences are lost hours of learning and instruction, rather than a simple tally of days. The mission of our attendance policy is to clearly and effectively communicate the ways in which absences will be defined.

Research shows that chronic absence is a directly linked factor contributing to lower test scores, an increased dropout rate, and significantly lower levels of reading and math abilities. Chronic absence is defined as missing 10% or more of any school period for any reason. Therefore, when interventions take place, it is not necessary to determine whether absences are excused or unexcused.

Goal

The goal of the school district is to link all students and families with the appropriate resources which will enable them to overcome the barriers that interfere with regular attendance.

Absences

All absences must be communicated to the school office by the parent or guardian on the day of. Absences will be either counted or not counted, depending on the circumstances surrounding the absence. All absences will be counted with the exception of the following appropriately documented circumstances:

1. Funeral Visitations
2. The day of a doctor's visit
3. Hospitalization
4. School related activity including suspensions
5. Court dates

Counted absences may be blocked with approval for recurring health issues where a doctor's visit is made. This will allow for several related absences to be blocked as one. Assignments will be allowed to be made up with the rule of one day per absence.

All counted absences will be handled in the following manner per semester:

Step 1: After five counted absences a letter will be mailed home to notify the parent or a phone call will be made to the parent.

Step 2: After nine absences, the school administrator will determine if a meeting with the students and parents is appropriate. The reasons for the absences will be taken into account when determining the need for a meeting. The goal of the meeting will be to address the root cause of the absences, offer academic support, alternative education if appropriate, and attendance expectations to include an attendance agreement. Interventions should include, but are not limited to mental health screening, problem solving, tutoring, and mentoring. (Sec 104).

Step 3: If the attendance expectations from the parent meeting are not met, a referral will be sent to the truancy prevention specialist. The TPS will contact the family and determine the interventions needed at that point.