

ATTENDANCE

The absence of a student must be explained by the parent/guardian of a student. This explanation should be done by telephone (273-6072) on the day of the absence(s) and followed by a written statement explaining the absence(s) from the parent/guardian on the day the student returns. Student absences are considered verified or unverified. If a parent does not contact the school by phone, note, or in person, the absence is unverified. If a parent provides a note about their child's absence(s), the absence is verified. After three consecutive days of absences, a doctor's note is required. State law requires that a school district report to the Office of District Attorney any student who has four absences in a 4-week period of time and any student who has ten absences in a semester.

Attendance and participation are integral components of the education process. A STUDENT WHO ATTENDS, REGARDLESS OF REASON, LESS THAN 80% OF THE DAYS PER GRADING PERIOD MAY RISK FAILURE. The following are the only exceptions to the 80% rule:

- Pupil is too ill to attend school; any absences past three days must be verified by a doctor's statement
- Inclement weather which would be dangerous to the life of the student
- Death in the immediate family
- Legal quarantine
- Legal requirements (court appearances)

Work may be made up if the absence fits into one of the above categories.

TARDIES

A student is tardy when not in his/her seat and not prepared when the bell to begin class rings.

A student who is more than 15 minutes late is counted absent for the period.

Each three tardies per nine week period will constitute an unverified absence from that class.

For each tardy after the third (each nine week period), a student will make up time in after school detention. Parents will be responsible for transportation.