

ATTENDANCE

FEA
(REGULATION)

ATTENDANCE

Students are expected to be in school except in cases of emergency, illness, or school-approved absence.

Steps to follow when absent:

1. Parent should call the school on the 1st day the student misses. When the child returns to school, send a note to the school stating the reason for an absence. A parent note must also be sent with a doctor's excuse. A parent signature on the back of the doctor note will also be accepted.
2. A doctor's statement will be required for an extended illness.
3. Frequent or extended absences from PE may require a doctor's statement.
4. Make-up work is required when applicable. The teacher should be given sufficient time to gather the work when parents request make-up work before an absence or during an extended absence.

EXCUSING
ABSENCES

In order for the principal to consider excusing an absence, a student shall bring a note for each absence that describes the reason for the absence. The note shall be signed by the student's parent or guardian. All absence notes provided for consideration are expected to be submitted within five school days after the student returns to school. Parent notes documenting illness will be considered for excuse. Notes will be accepted for consideration until the campus files the "Failure to Attend" record with the court.

PARENT NOTES

PK – 5th grade

Only five absences may be excused by parent note(s) for any reason per semester. Further absences require a doctor note in order to be excused.

6th – 12th Grade

Only three absences may be excused by parent note(s) for any reason per semester. Further absences require a doctor note in order to be excused.

HEALTH CARE
APPOINTMENTS

The district shall excuse a student for an absence resulting from an appointment with health-care professional if that student begins classes or returns to school on the same day of the appointment. A note signed by the health-care professional and the parent must be brought to the campus officials, and the student must satisfactorily complete the work missed on those days. The absence shall be

counted as a day of compulsory attendance.

The principal and/or district administration have the authority to modify or make exceptions to practice or limits based on circumstances that they determine to be relevant