**Eastern Guilford High School**

Attendance Policy 24-25

* Notes for early release are accepted in the morning prior to 1st Block at the attendance office.
* Early Release or Tardy
  + You **MUST** sign in/out through the attendance office
* Phone calls and/or Emails will not be permitted to release students
* Notes for excused absences are only accepted up to 3 days after absence
* 3 Unexcused Tardies = Disciplinary Action
* After 13 Absences in a semester, students are NOT eligible for sports the following season
* Students are required to attend class for at least ½ of the class period to be counted “present”

**Excused Tardy/Absence**

* Medical/Dental Appointment
* Illness or Injury
* Death in the Family/Funeral
* Had to assist parent
* Educational Oppurtunity school trips, college visits (*requires administrative approval*)
* Court Proceedings with documentation
* Religious Observances

**Unexcused Tardy/Absence**

* Missed the bus
* Overslept
* Car issues -car would not start, dead battery, flat tire, etc.
* “Please excuse for being tardy/absent……” and does not give a reason

**Bell Schedule** **Thursday’s ONLY**

1st Block – 9:40am – 11:10am 1st Block – 9:40am – 10:55am

2nd Block – 11:15am – 1:15pm 2nd Block – 11:00am – 12:45pm

3rd Block – 1:20pm – 2:50pm FLEX – 12:50pm – 1:45pm

4th Block – 2:55pm – 4:25pm 3rd Block – 1:50pm – 3:05pm

4th Block – 3:10pm – 4:25pm

Attendance Office Support (336) 449-6311 ext. 1251 or (336) 449-7108

**Eastern Guilford High School**

Student Driver Attendance Policy 24-25

* ALL student drivers are expected to be at school and on time every day.
* Excessive tardiness and absences may result in your students’ parking pass being revoked.
* Student drivers are not allowed to leave campus without permission.
* Students are required to attend class for at least ½ of the class period to be counted “present”
* 3 Unexcused Tardies = Disciplinary Action

**Excused Tardy/Absence**

* Medical/Dental Appointment
* Illness or Injury
* Death in the Family/Funeral
* Had to assist parent
* Educational Oppurtunity school trips, college visits (*requires administrative approval*)
* Court Proceedings with documentation
* Religious Observances

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