

Students should be in attendance at all times unless ill. If it is necessary for a child to leave school early for a doctor's appointment, etc., that information will be handled through the office. If a child is absent, a telephone call from the parent or guardian will be appreciated. For students absent more than one day, makeup assignments may be requested through the school office. Within two days of returning to school, a student must bring a note explaining the reason for the absence, even if a telephone call was made. If no note is received, the absence automatically becomes unexcused. According to state guidelines, excessive absenteeism may result in denial of credit for that grade level.

The student is responsible for asking the teacher for make-up work.

Reasons for excused absences:

- Illness
- Death in Family
- Certain religious holidays

All other absences will be considered unexcused unless the principal has given prior approval.