

EXEMPTIONS FROM ATTENDANCE**A. Purpose and Scope**

It is the desire of the governing board that every person in this district who is subject to compulsory full-time education or compulsory continuation education, should attend the schools of the district if at all possible, and that no exemptions be made without verification of the facts in each case.

B. General**1. Exemptions from Attendance**

Requests for exemption from compulsory full-time attendance must include satisfactory evidence of conditions upon which an exemption can be legally justified.

Children who fall into the following classes may be exempted:

- a. Children who are being instructed in a private full-time school. The attendance supervisor or designee shall verify that the private school complies with Education Code 33190 before such exemptions are valid. (Education Code 48222,48223).
- b. Children who are being instructed by a tutor who holds a valid state credential for the grade taught. The instruction shall consist of study and recitation for at least three (3) hours a day for one hundred seventy-five (175) days of each calendar year. (Education Code 48224).
- c. Children holding work permits shall be exempted from full-time attendance, but must attend part-time classes. (Education Code 48230).
- d. Students between the ages of twelve (12) and eighteen (18) who enter a school attendance area from another state within ten (10) days of the end of the school term shall be exempted for the remainder of the term. (Education Code 48231).
- e. Students who have graduated from a public or private high school maintaining a four (4) year course above the eighth grade. (Education Code 48410).

EXEMPTIONS FROM ATTENDANCE (Continued)

- f. Students who have successfully demonstrated proficiency equal or greater than standards established by the State Department of Education and have verified approval submitted by their parent/guardian. (Education Code 48410).

2. Partial-Day Attendance

If a student is deemed unable to benefit from a full-day school program because of physical or mental-emotional condition, partial-day attendance may be instituted at the discretion of the principal to relieve stress on both the student and the classroom.

A conference involving the building principal, the district psychologist, the student's teacher, and school nurse (as needed), is required in such cases. Written approval of the parent is required and shall be subject to the approval of the Direction of Student Services.

Normally a person should be eighteen (18) years or older to enroll in the Tracy Adult School on a full time basis. However, certain minors may enroll in the adult school. To enroll full-time, the student must comply with the following requirements.

- a. Obtain permission of his/her parents or guardian.
- b. Obtain permission from the High School Administration, Continuation High School Principal, and the Tracy Adult School Principal.
- c. Students who transfer from other districts' adult school may enroll in Tracy Adult School programs at any time with Tracy Adult School Principal's permission.

Students under eighteen (18) may appeal the decision made by the above-mentioned school authorities to the district superintendent or his designee.

Students under eighteen (18) years of age who want to attend the adult school part time and attend either comprehensive or continuation high school must first obtain permission from their counselor. The class teacher must then grant permission and finally the adult school counselor/administrator must grant approval.

EXEMPTIONS FROM ATTENDANCE (Continued)

C. Forms

None

D. Procedures

1. Exemptions from Attendance

Requests for exemption from compulsory full-time attendance must include satisfactory evidence of conditions upon which an exemption can be legally justified.

2. Partial-Day Attendance

1. If a student is deemed unable to benefit from a full-day school program because of physical or mental-emotional condition, partial-day attendance may be instituted at the discretion of the principal to relieve stress on both the student and the classroom.

2. A conference involving the building principal, the district psychologist, the student's teacher, and school nurse (as needed), is required in such cases. Written approval of the parent is required and shall be subject to the approval of the Director of Student Services.

3. Board Review.

4. Exclusion Process.

E. Records Required

None

F. Record Retention

None

G. Responsible Administrative Unit

Educational Services

Student Services

EXEMPTIONS FROM ATTENDANCE (Continued)

H. Approved By

Assistant Superintendent of Educational Services