

## 10 Ways to Help Students' Attendance

1. Make medical or other appointments after school/during holidays.
2. Send an absence note within 5 days of students return to school.
3. Send note from doctor or health clinic if student has been sick for more than five consecutive days
4. Arrange a meeting with student's teachers to discuss any problems
5. Take an interest in your student's school work. Use praise.
6. Sign up for parent portal to monitor grades and attendance.
7. Be aware of signs your student may not be going to class; discuss with them
8. Help your student catch up with any missed work.
9. Make sure your student understands that you do not approve of them missing school. Call the school for help in getting students to school if you can't take them.
10. Make sure your students get to school every day and on time. Take time to listen to them; there might be an underlying problem at school such as schoolwork or bullying. Talk to the principal or counselor at your child's school.

## Good attendance is essential to academic achievement

### DID YOU KNOW?

- One day off a week adds up to 36 days a year: that's over 7 weeks away from school!
- It is the responsibility of the parent or guardian to ensure that their child attends school regularly. It is also the responsibility of the parent or guardian to inform the school when their child is too ill to come to school.

### ATTENDANCE FACTS:

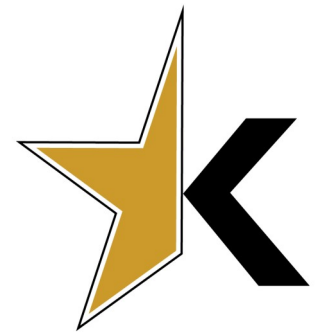
- Major source of revenue for schools
- Compulsory attendance laws
- Student must be enrolled for at least four hours of instruction to be in attendance

### SANCTIONS FOR TRUANCY:

- Impact on driver license
- Court appearances and fines
- Mandated attendance by the courts
- Tutorials

**BE ACCOUNTABLE**

Kaufman ISD  
Student  
Attendance  
Initiative



**2019-2020**

## Questions & Answers

### Q What situations count as being present?

- ◆ Documented health care appointment, if the student begins classes or returns to school on the same day as the appointment
- ◆ Observance of religious holy days
- ◆ Juvenile court proceeding documented by a probation officer
- ◆ Required screening, diagnosis, and treatment for Medicaid-eligible students
- ◆ Board-approved extracurricular activity
- ◆ The student is participating in a mentorship approved by District personnel to serve as one or more of the advanced measures needed to complete the Distinguished Achievement Program.
- ◆ The student is appearing at a governmental office to complete paperwork required in connection with the student's application for United States citizenship.
- ◆ The student is visiting an accredited institution of higher education during the student's junior or senior year. No more than two days are allowed during the student's junior year and two days during the student's senior year.
- ◆ Student is sounding "Taps" at a military funeral.

### Q How do we take family vacations during the school year?

Family vacations need to be taken **during scheduled breaks**, as denoted on the official school calendar. Texas Statute does not allow a student to be absent from school for vacation during instructional days.

### Q. What will be allowed as an excused absence?

- ◆ Personal illnesses that do not exceed 5 consecutive days. Illnesses that extend beyond 5 days will require a doctor's note. Please notify the attendance office if your student is out more than 3 days due to flu or other seasonal illnesses.
- ◆ Temporary absence resulting from any cause acceptable to the principal or superintendent
- ◆ Family emergency
- ◆ Student must bring a note from home **within 5 days of the absence** documenting the reason for the absence.
- ◆ Schools will accept **4 parent notes per semester**.

### Q What will be considered an unexcused absence?

Any absence not listed above will be considered an unexcused absence. Examples of unexcused absences include, but are not limited to: class cuts, car trouble, oversleeping, personal business, vacation, etc.

### Q How many times do students have to be absent to be considered truant?

A student absent from school without an excuse for ten (10) or more days or **parts of days** within a six-month period in the same school year is considered truant and in violation of compulsory attendance laws. The parent is subject to prosecution if the student fails to comply with attendance laws. The student is subject to prosecution or referral to juvenile court if he/she fails to attend school as required by law. *Family Code 65.003 (a).*

## Questions & Answers

### Q Will students need a doctor's note every time they are absent due to illness?

When a student's absence for personal illness exceeds five consecutive days, the student must present a statement from a physician or health clinic verifying the illness or other condition requiring the student's extended absence from school. The principal and/or attendance committee may, if the student has established a questionable pattern of absences, also require a physician's or clinic's statement of illness after a single day's absence as a condition of classifying the absence as one for which there are extenuating circumstances.

### Q What is the compulsory school attendance law?

State law requires that a student between the ages of 6 and 19 attend school, as well as any applicable accelerated instruction program, extended year program or tutorial session, unless the student is otherwise excused from attendance or legally exempt. State law requires attendance in an accelerated reading instruction program when kindergarten, first grade, or second grade students are assigned to such a program. Parents will be notified in writing if their child is assigned to an accelerated reading instruction program as a result of a diagnostic reading instrument. A student will be required to attend any assigned accelerated instruction program, which may occur before or after school or during the summer, if the student does not meet the passing standards on the state assessment for his or her grade level and/or applicable subject area.

Prekindergarten and Kindergarten are required to attend school and are subject to the compulsory attendance requirements as long as they remain enrolled.