

# Absences during the School Year

---

**Excused Absences – Education Code 48205; 48200; 48308; 51101(a)(12) and Board Policy 5113 – A pupil shall be “Excused” from school by contacting the Attendance Office by phone or writing within three (3) days or 72 hours of the absence. An “Excused” absence will be recorded for any of the following reasons:**

- Due to pupil’s illness, may require documentation;
- Due to quarantine under the direction of county or city health office, may require documentation;
- For the purpose of having medical, dental, optometric or chiropractic services rendered, may require documentation;
- For the purpose of attending the funeral/memorial service of a member of pupil’s immediate family, so long as the absence is not more than one (1) day, if the service is conducted in California, and not more than three (3) days if the service is conducted outside of California;
- For the purpose of jury duty in the manner provided for by law, may require documentation;
- Due to the illness or medical appointment during school hours of a child of whom the pupil is the custodial parent, may require documentation;
- For justifiable personal reasons, including, but not limited to, an appearance in court, attendance at a funeral service, observance of a holiday or ceremony of pupil’s religion, attendance at a religious retreat, or attendance at an employment conference, when the pupil’s absence has been requested in writing by the parent/guardian and approved by the principal or a designated representative pursuant to uniform standards established by the governing board.
- For the purpose of serving as a member of a precinct board for an election pursuant to Section 12302 of the Elections Code.

**REMINDER: Ten (10) “Excused” absences in a school year are considered to be excessive.**

A pupil absent from school for the above section shall be allowed to complete assignments and tests missed during the absence that can be reasonably provided and, upon satisfactory completion, shall be given full credit therefore. The teacher of any class from which a pupil is absent shall determine, pursuant to the regulations of the governing board of the school district, what assignments the pupil shall make up and in what period of time the pupil shall complete those assignments. The tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments that the pupil missed during the absence.

---

**Truancies and Unexcused Absences – Reasons NOT acceptable for being absent from school are considered “Truancies” or “Unexcused” absences. Truancy occurs if a pupil is absent for any of the following:**

- Going to work with parent/guardian or other person;
- Trip out of town, or outing somewhere (non bereavement purposes);
- Personal “feminine” problems;
- Too tired or sleepy to go to school’
- Personal problems;
- Refuse to go to school;
- Woke up late;
- Waiting for service or repair people to arrive;
- Bus not available or missing bus;
- Babysitting, taking care of other family members;
- Participation in a student demonstration off campus;
- Leaving school grounds without authorization;
- Forgot to call the school, or turn in note
- Any reason not included in the “Excused Absences” portion.

**Parents/Guardians are responsible for a pupil’s attendance from the age of six (6) until the age of eighteen (18) EC48200. To avoid attendance issues please make sure that the pupil attends all classes daily and on time. Inform the Attendance Office when the pupil is out for any reason either by phone or written note.**

---



## Victor Valley High School

16500 Mojave Drive ● Victorville, CA 92395

(760) 955-3300 ● FAX (760) 955-3278

**Attendance Office extensions: 31153, 31152, 31151, 31150**