

# St. Anne's-Belfield School

## ATTENDANCE, ABSENCES AND ENGAGEMENT

As long as St. Anne's-Belfield continues to operate under its current hybrid learning plan due to COVID-19, the following attendance policy will supersede the traditional attendance policy as written in the *Student and Family Handbook*.

Though we find ourselves in some uncharted logistical waters, the pillars of the St. Anne's-Belfield School community and educational norms endure and remain true. The following attendance policies and guidelines reflect our collective commitment to student engagement in, and responsibility for, the community of the classroom and the learning process itself.

We expect students to hold themselves accountable, to be present (whether an on-campus or at-home learner), and to engage deeply with their teachers, their peers and their academic pursuits.

We expect families to commit to students attending all classes and community engagements, missing these commitments only in rare and unavoidable circumstances. We do understand that some absences are truly unavoidable, and these infrequent times should be communicated to the Upper School office (434-296-2430; [attendance@stab.org](mailto:attendance@stab.org)) at least 48 hours in advance, or by 8:30 am in the event of a same-day illness. On-campus learners who are not physically present at school will be marked absent; at-home learners who are not digitally present will be marked absent. In rare cases, absences for unavoidable family obligations (e.g., funerals, weddings, sibling graduations, hospitalization, etc.) will be deemed excused, and students will receive up to two days of excused absences per event. Students should not miss school commitments for routine appointments; appointments should be scheduled for days when school is closed or after school hours. An official doctor's note must be submitted to the Upper School office for any medical appointment absence to be considered excused.

We expect families to communicate with the School whether their child will be on-campus or an at-home learner, and to remain faithful to that designation. The choice to begin the school year at home or on campus is a decision based on significant, deliberative thought, and changing one's classification should be the result of an equally deliberative process. That is, on-campus students are expected to come to campus unless truly unable (not temporarily reclassify or seek to take undue advantage of the benefits of the Canvas platform); similarly, at home learners are expected to follow the daily schedule faithfully and engage as if they were on campus in person, including Advisory lunches, Meeting, Chapel and Forum. Students who wish to move from one learning environment to the other should reach out to engage in a conversation with the Dean of Students or Head of the Upper School.

Finally, students should expect that regular absenteeism—or an accumulation of absences—will adversely affect their ability to be fully engaged in their academic pursuits, and therefore that absences may adversely affect their grade in a given course. Students should also be advised that regular absenteeism or accumulation of an unreasonable number of absences will likely be cause for a conversation with the Head of the Upper School and jeopardize the student's place at the School.