



GOODMAN MIDDLE SCHOOL

Attendance & BECCA Process

Compulsory Attendance – In the State of Washington, parents of any child eight years of age and under eighteen years of age shall cause such child to attend school, and such child shall have the responsibility to and therefore shall attend for the full time when such school is in session.

The Peninsula School District believes that regular school attendance is necessary for the mastery of the educational programs provided to students of the District. Please see District Board Policy #3122 for further information regarding excused and unexcused absences.

Goodman Middle School Attendance Guidelines:

Number of EXCUSED absences per year:

5
10
15
20

Action taken by school:

Letter home to parent
Referral to counselor
Conference with parent
Doctor note required for further absences
(BECCA steps taken without a doctor's note)

Number of UNEXCUSED absences per year:

1st unexcused absence

3rd unexcused in a month or 5th for year

7th unexcused in one month
no more than 15

Action taken by school:

Automated phone call to parent
(parent has 48 hours to call)
First letter mailed home
Additional phone call and email to parent
Referral to counselor and/or administrator for assessment. Attendance conference with parent and administrator to identify barriers, supports, resources and next steps.
Administrator files BECCA Truancy petition
RCW 28A.225.035

Late Arrivals

EXCUSED – Dental and medical appointments are considered excused reasons to arrive late to school. A note from the doctor's office is appreciated. It could be required for multiple tardies.

UNEXCUSED – Reasons for an unexcused late arrival include: oversleeping, missing the bus and personal reasons. Consequences will be assigned for unexcused late arrivals. *(see below)*

Number of UNEXCUSED late arrivals:

1
2
3

Action taken by school:

Formal warning, copy of policy to student/parent
Discretionary discipline *(lunch detention, after school detention, school service)*
= 1 unexcused absence