

NHCS Attendance Policy

Policy Code: 4400 Attendance School attendance and class participation are integral parts of academic achievement and the teaching-learning process. Through regular attendance, students develop patterns of behavior essential to professional and personal success in life. Regular attendance by every student is mandatory. The State of North Carolina requires that every child in the State between the ages of 7 (or younger if enrolled) and 16 attend school. Even with students over the age of 16, school employees must continue to encourage continuous attendance. Please take the opportunity to review the [Policy Code: 4400 Attendance](#) from the NHCS Board Policy Manual.

C. Excused Absences

When a student must miss school, a written excuse signed by a parent or guardian must be presented to the student's teacher on the day the student returns after an absence. If a student fails to bring an excuse, the absence may be deemed unexcused. Absences due to extended illnesses or injury will be monitored by the school social worker and may also require a statement from a health care practitioner. When total absences for a student (excused and unexcused) exceeds 10 days per semester, further documentation may be required (health care practitioner's statement, court documentation, etc.).

Requests for absences for an educational opportunity should be submitted, in writing, to the principal in advance of the opportunity. The request should include the learning objective of the opportunity and how the objective links to coursework or the educational development of the student.

An absence may be excused for any of the following reasons:

1. personal illness or injury that makes the student physically unable to attend school;
2. isolation ordered by the local health officer or by the State Board of Health;
3. death in the immediate family (immediate family includes, but is not necessarily limited to, grandparents, parents, brothers, and sisters);
4. medical or dental appointment;
5. attendance at the proceedings of a court or administrative tribunal if the student is party to the action or under subpoena as a witness;
6. observance of an event required or suggested by the religion of the student or the student's parent or legal guardian (the principal must excuse at least two such absences each academic year; additional such absences require approval of the superintendent or designee);
7. with prior approval from the principal, participation in a valid educational opportunity, such as travel, service as a legislative or Governor's page, cultural exposure or

experiences with clear alignment to course content standards, or college tours (juniors and seniors will be considered present for two post-secondary college visits; any additional college visits will be considered excused absences);

8. pregnancy and related conditions or parenting, when medically necessary; or

9. visitation with the student's parent or legal guardian if the student is not identified as at risk of academic failure because of unexcused absences and the student's parent or legal guardian (a) is an active duty member of the uniformed services as defined by policy [4050](#), Children of Military Families, and (b) has been called to duty for, is on leave from, or has immediately returned from deployment to a combat zone or combat support posting (the principal must excuse at least two such absences each academic year).

Timely Attendance and Behavior - Impacts on Student Status - Attendance and/or behavior concerns can now have an impact on transfer requests including those students attending under open choice or hardship approvals as have previously been in consideration with employee benefit and completion of school year requests. All transfer requests except those students placed by Special Education may be revoked due to ongoing attendance and/or behavior concerns.