



School Attendance

Regular class attendance by school age persons at all grade levels is not only an essential component in the learning process, in the development of self-discipline, and in preparation for post-secondary training, education and employment, it is also a requirement of the *Attendance for Success Act*, NMSA 1978 § 236-924 ("Law"). The ASA requires schools school districts and charter schools to classify each student into one of four attendance intervention tiers, based on the percentage of class period and school day absences. Southwest Aeronautics, Mathematics & Science Academy's Governing Council and Administration is responsible for the enforcement of this law.

The Southwest Aeronautics, Mathematics & Science Academy (SAMS) encourages parents to ensure their child attends school to maximize their learning and increase their chances of having a successful academic career. The school understands families may need support to help their child be successful. The Governing Council, Administration and Staff will work so that all concerned will be provided the guidance and resources necessary to assure success.

SAMS Academy attendance policy has the following component:

1. The SAMS Academy's goal for attendance is 100% attendance for all students in each grading period. On time attendance to regularly scheduled sessions is mandatory for students to derive maximum benefit from SAMS Academy's instructional program.
2. Attendance will be taken in every session and class.
3. The parent/guardian will notify the school when the student will be absent by sending an email to samsattendance@samsacademy.com or calling 505-338-8601.
4. The SAMS Academy will contact parents/guardians informing them of their child's absence when the school does not receive prior notification.

Tiers of Support

Tier 1: The Whole School Prevention Tier

- Students who have missed less than 5% of class or school days for ANY reason.
 - Our school attendance initiative includes, but is not limited to, phone calls, emails, attendance competitions, or other positive interventions/incentives.

Tier 2: The Individualized Prevention Tier

- Students who have missed 5% or more but less than 10% of classes or school days for ANY reason.

- Includes Tier 1 interventions. Sponsor teacher will communicate via phone call or email with student/parent/family of attendance history, the impact of student absences on academic outcomes, interventions or services available to the student or family and the consequences of further absences.

Tier 3: The Early Intervention Tier

- Students who have missed 10% or more but less than 20% of classes or school days for ANY reason.
 - In addition to Tiers 1 and 2, the attendance team shall notify the parent/family in writing of the student's absenteeism. Tier 3 requires a student/parent meeting with sponsor teacher to develop intervention strategies that focus on keeping the student in an educational setting. A specific intervention plan for the student that includes establishes weekly progress monitoring and a contract for attendance.

Tier 4: The Intensive Supports Tier

- Students who have missed 20% or more of classes or school days for ANY reason.
 - In addition to Tiers 1, 2, and 3, the attendance team shall notify the parent/family in writing of the student's absenteeism. Tier 4 requires a student/parent meeting with school administration to establish non-punitive consequences at the school level, identify appropriate specialized supports that may be needed to help the student address the underlying causes of excessive absenteeism and apprise the student and family of the consequences of further absences.

Students Referral to CYFD

- Students who have moved through all four tiers and continue to have excessive absences shall be reported to the judicial district in which the student resides (Attendance for Success Act, Section 12.B.).

Medical Absences

- Medical absences will not be counted as an absence if the status of the student is disclosed to appropriate school personnel and relevant documentation is provided.

