



ATTENDANCE POLICY

Students will be able to gain credit for a course if they are present **76** of the **85** days in the first semester and **85** of the **94** days in the second semester. In other words, an absence of more than ten days may make it impossible for a student to gain credit in any semester. Attendance will be checked through teacher records and computer printouts. To help students and parents keep track of attendance, an email will be sent each day a student is absent, in addition, notices will be sent home according to the following schedule:

Notice Schedule:

First Notice - 5th absence

Second Notice - 8th absence

Final Notice - 11th absence [This may mean that not enough days remain to gain credit in the semester.]

1. In totaling ten absences in a semester, all non-school-related activities will be counted. These include **professional appointments, vacations during school time, truancies, early dismissals, and college visits that have not received prior approval**. In other words, if you are not in class or involved in a class-related activity, it will count as an absence.
2. Non-illness absences, such as vacations and college visits that do not receive prior approval will result in an unexcused absence. If there is a question about professional appointments, a card from a professional's office should be brought to the office to verify the cause of the absence. **Parents are encouraged not to plan vacations during school time.**
3. Skipping school is an unexcused absence and may result in a Saturday detention.
4. For a medical note, please state specific dates.
5. A note written by a parent or guardian must be brought to the office, or emailed to t.ramsdell@raider4life.org, stating the specific reason for the absence. Notes should be turned in to the office as soon as possible after a student returns to school.
6. Reasonable modifications in the application of this policy will be considered when it is necessary for the student to benefit from their educational programs.