



Lakeshore High School  
26301 LA-1088  
Mandeville, Louisiana 70448  
Phone: (985) 624-5046

Dear Parent/Guardian,

Lakeshore High School seniors must abide by the following attendance policy. Failure to do so will result in the loss of short day status and/or denial of credit.

- Students are allowed five excused and/or unexcused absences per semester. Once students exceed five absences they are required to complete the appropriate amount of seat time in order to receive class credit. Failure to complete seat time will result in denial of credit for the semester. The calendar for seat time days will be posted around campus and posted on our school website.
- Once students reach 10 unexcused/excused absences which is equivalent to 70 missed hours, their short day will be removed. Check-in and check-outs to school count toward students' total missed hours.
- When a student reaches their 13th tardy or check-in to school their short day will be removed.
- When a student reaches their 13th tardy or check-in to school their campus parking privileges will be revoked.
- The discipline policy for tardies goes as follows:
  - 3rd tardy = 30 minute detention
  - 6th tardy = 60 minute detention
  - 9th tardy = Saturday detention
  - 12th tardy = In School Suspension

**\*This document must be turned in before the student's short day status takes effect.**

**\*Both signatures are required.**

**\*Turn in to the Discipline Office once complete.**

Student's Signature \_\_\_\_\_

Date \_\_\_\_\_

Parent Signature \_\_\_\_\_

Date \_\_\_\_\_