



ADDISON NORTHWEST SCHOOL DISTRICT PROCEDURE

PROCEDURE	Student Attendance PROCEDURES		
SECTION	Students	CODE	C7R

Last Updated: May 5, 2018

Specific Procedures Outline:

The Superintendent in collaboration with Principals will develop and update common attendance procedures which will be evidenced in the all Student Handbooks. The procedures will address the following issues:

1. Written excuses
2. Tardiness
3. Notification of parents/guardians
4. Signing out of School
5. Excessive absenteeism
6. Homebound and hospitalized students
7. Early dismissals
8. Homework assignments
9. making up work

Clarification: This most recent procedure is the one that is to be used. All prior drafts are null and void.