



2023-24

Middle School Guidelines to Long-Term (3+ days) Medical Illness and Absence (Affliction, Concussion, Medical Diagnosis)

1. First Steps

- a. Parent will contact the Attendance Office and school nurse.
- b. Family will provide school with a **doctor's note for absences longer than three (3) days**.
- c. Medical absences are considered a part of the number of absences allowed per semester. Usually, an automated letter is sent home inquiring about an absence, however, when a long-term medical illness or absence has been communicated with the school no automated letter will be sent.
- d. Recovery and doctor's recommendations.

2. Weeks 2-3 (Days 10-15)

- a. When a student has missed 10 days of school, the school counselor will:
 - i. Schedule a meeting with parents/guardians, counselor, teachers and the student (if they are well enough to attend).

3. Weeks 4+ (Day 16+)

- a. In order to maintain the integrity of the class, the school counselor will arrange a meeting with the student, parents/guardians, teachers, counselor and administrator to propose the following appropriate options based on the situation:
 - i. Receive an Unable to Assess (UA) or Incomplete (I) at the end of a quarter
 - ii. Set up a plan for outside tutoring to meet necessary standards for moving forward in a course
 - iii. Create a Student Accommodation Plan and/or use accommodations
 - iv. A pass/fail grade will be given
 - v. School will place student in the appropriate course level and/or support class for the following school year.
 - vi. Repeat the academic year

If a student is unable to attend a full day of school, he/she may not participate in any Eastside Catholic after-school activities, sports, clubs, et al.

Eastside Catholic will always follow the physician's assessment and prescription to the best of our ability, within the scope of school policies and allowances.

Parent Signature(s)

Date

Student Signature

Date

Counselor Signature

Date

Principal Signature

Date