

ABSENTEE NOTE

Excuses ***MUST*** be returned within ***3 DAY*** after the absence or the absence will be **UNEXCUSED**.

STUDENTS NAME:	
PARENT NAME:	
GRADE:	
DATE(S) OF ABSENCE:	
REASON FOR ABSENCE:	
Parent/Guardian Signature:	
Date:	
<u>DO NOT WRITE BELOW THIS LINE</u>	
<input type="checkbox"/> <u>EXCUSED</u>	<input type="checkbox"/> <u>UNEXCUSED</u>

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MINERSVILLE AREA SCHOOL DISTRICT'S POLICY ON ABSENTEEISM

Any pupil who has been absent from school for **ANY** reason **MUST SUBMIT A WRITTEN EXCUSE** from his/her parent/guardian to the school office **WITHIN THREE (3) DAYS** of the return. **IF THE STUDENT DOES NOT SUBMIT AN EXCUSE WITHIN THREE (3) DAYS OF THE ABSENCE THEN THE DAY OF THE ABSENCE WILL BE DEEMED**

“UNLAWFUL” (16 years old and younger) or **“UNEXCUSED”** (17 years old or older). When a student is 16 years or younger the offense of an unlawful absence may be referred to the district justice for proper legal action, and/or juvenile probation. If the student is 17 years old or older, that said student would be subject to the school's disciplinary policy at the discretion of the principal or his designee for unexcused absence.

CALLING

A "One Call" will be made when a student is absent. Parents only need to call the school at 570-544-1400 ext 2002 if there is a discrepancy. Students must have an acceptable **WRITTEN** note for **ALL** absences. An acceptable note must be submitted by the third day after an absence. Students who do **NOT** submit a note by that day will be penalized.

EXCUSED ABSENCES FROM SCHOOL UNDER THE STATE COMPULSATORY ATTENDANCE LAWS ARE:

(1) illness, (2) family emergency, (3) pre-arranged doctor/dentist appointment, (4) educational trip with prior approval, (5) religious holiday, (6) death in family, (7) court appearances (copy of subpoena required), (8) pre-approved college visits, (9) unavoidable emergencies (review by the principal or assistant principal), (10) out of school suspension (OSS), or some other insurmountable conditions

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Any pupil who has been absent from school for **ANY** reason **MUST SUBMIT A WRITTEN EXCUSE** from his/her parent/guardian to the school office **WITHIN 3 DAYS** upon his/her return. **IF THE STUDENT DOES NOT SUBMIT AN EXCUSE WITHIN THREE (3) DAYS OF THE ABSENCE THEN THE DAY OF THE ABSENCE WILL BE DEEMED**

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