



SK Attendance Updates

For the school-home partnership to be successful in supporting student growth, parents/guardians must keep in touch with the school office staff, especially if their child is going to be absent, to ensure that absences are documented correctly and don't negatively impact the student's learning and progress.



ATTENDANCE EXPECTATION

Students must attend all classes each day because there is always something new to learn. The school records **all absences and requires a note or call from parents/guardians to explain any absences within five school days.**

UNEXCUSED ABSENCES

A student absent from school without a valid reason or without informing the school is marked as unexcused.

The school will contact parents/guardians after the first few unexcused absences to address the issue.

EXCUSED ABSENCES

The principal or a designated staff member decides if an absence is excused based on specific criteria in SKSD policy 3122.

However, if a student misses

- more than 4 days in the first 45 school days
- more than 8 in the first 90
- more than 12 in the first 135 or
- more than 16 in the first 150

Parents/guardians must provide a note from a school or community health professional to excuse further absences.



EXTENDED ILLNESS

Students with long-term health issues that lead to excessive absence days may get a special plan to help them keep up with school. Please call the district office to inquire.

ABSENCE DUE TO DISCIPLINE

If a student is suspended or removed from class for disciplinary reasons, the absences are excused and students have the right to complete missed work.

PARENT/GUARDIAN APPROVED ACTIVITIES:

Some absences can be excused if they are related to religious instruction, bereavement, and/or a family member's military deployment.

PARENT/GUARDIAN NOTIFICATION

Parent/guardian communication with the school is very important to good attendance.



If the school does not receive information about the absence within 5 school days, the absence will be designated as unexcused.

REQUIRED CONFERENCE

If a student misses more than 4 excused days or 3 unexcused days in a month, the school will arrange a meeting with the student and parents/guardians to work together to improve attendance.

CONSEQUENCES FOR UNEXCUSED ABSENCES

After 5 unexcused absence days, the school will take steps to understand and reduce absenteeism, possibly involving assessments and interventions.

If absences continue, the school may refer the student to a community engagement board or file a petition in juvenile court.

