

## **ELEMENTARY SCHOOLS:**

### **SCHOOL:**

The Activ8 STEM Academy  
E.A. Gibson  
Forest Hills  
G.L.H. Johnson  
Grove Park PK  
Northside PK  
Park Avenue  
Schoolfield  
Woodberry Hills

### **NUMBER:**

434-773-8134  
434-799-6426  
434-799-6430  
434-799-6433  
434-799-6437  
434-773-8301  
434-799-6452  
434-799-6455  
434-799-6466

## **MIDDLE SCHOOLS:**

### **SCHOOL:**

O.T. Bonner  
Westwood

### **NUMBER:**

434-799-6446  
434-797-8860

## **HIGH SCHOOLS:**

### **SCHOOL:**

Galileo  
George Washington

### **NUMBER:**

434-773-8186  
434-799-6410

## **SPECIAL PROGRAMS:**

### **SCHOOL:**

I.W. Taylor Virtual Academy  
R.I.S.E. Academy  
Teen GED

### **NUMBER:**

434-773-8134  
434-799-5249  
434-799-6471

## **SCHOOL BOARD POLICY:**

The Board requires that a student who has been absent bring a note from the parent to school within three days of the student's return that states the reason for the absence. The only excuses for absences that shall be deemed acceptable are:

- 4-H Educational Program of Activity
- Civic Event
- Court Attendance
- Death in the Family
- Extenuating circumstances which are determined by the School Personnel.
- Field Trip or Authorized School Trip
- Illness
- Religious Holidays
- Federally recognized Tribal Nation that is headquartered in Virginia

The DPS promotion and retention policy states that a student (kindergarten-12th grade) may only receive course credit if they are in attendance for at least 90% of the days the class/course is offered. When evaluating 90% attendance, all absences, both excused and unexcused, will be considered. If a student falls below 90% attendance, they will be denied class/court credit due to missing too many instructional minutes. Students can recover their class/court credit by participating in Meaningful Engagement options offered by the division, such as Afterschool Tutoring, Saturday School, and/or Summer School.



# **A PARENT'S GUIDE TO: STUDENT ATTENDANCE**



434.799.6400 | 341 Main Street Suite 200  
Danville, Virginia 24541

Danville Public School District is committed to providing superior educational services to students and the community. The Division provides a caring, safe, and orderly environment.

We understand that regular school attendance helps children to succeed.

- Build Self Esteem
- Develop Social Skills
- Produces Productive Citizens
- Reinforces Positive Values

Danville Public School wants to help you and your child understand and follow the laws pertaining to attendance and truancy. This brochure is designed to help you with the process.

We strive to build relationships on open communication and responsiveness to the needs of all stakeholders. We fully support community and family involvement in education.

## ATTENDANCE MATTERS



### **VIRGINIA LAW REQUIRES PARENTS TO:**

Notify the school when the student is absent.

Participate in developing the "Attendance Plan." Which occurs when the child misses 5 unexcused days from school.

Participate in a Truancy Response Team Attendance Plan Meeting. This meeting will include School Division Personnel and Community Representatives from local agencies.

Participate in the Pre-Court Meeting with the school division Social Workers.

**Next Unexcused Absence (After Pre-Court Meeting): Complaint to be filed with Juvenile and Domestic Relations District Court.**

### **STRATEGIES TO HELP YOUR CHILD IN SCHOOL:**

Become familiar with the school start times for your child's school.

Contact the school when your child is absent.

Ensure your child receives proper rest at night.

### **DPS ATTENDANCE FLOW CHART:**

Daily Absences - Teacher phone call and Automatic Messenger call each day by 5:00 PM

**Absence #1 - Phone call to parent**

**Absence #2 - Phone call to parent**

**Absence #3 - Day Letter Mandatory**

- Elementary - Phone call from School Counselor
- Middle - Phone call from school counselor
- High - Phone call from Attendance Clerk

### **#5 Absence - 5 Day Letter Mandatory**

- Letter and phone call from Assistant Principal
- Develop an Attendance Plan with the School Personnel.

### **#7 Absence - 7 Day Letter Mandatory**

- Letter and phone call from Attendance Clerk
- Collaborate with Attendance Clerk to schedule Truancy Response Team Meeting
- Develop an Attendance Plan with the School Personnel.

● **Next Unexcused Absence (Pre-Court Filing Meeting) with School Division**

● **Next Unexcused Absence (After Pre-Court Filing Meeting):**

Complaint to be filed with Juvenile and Domestic Relations District Court

### **#9 Absences - District Level Mandatory**

- District Attendance Meeting at Central Officer with Attendance Clerk, School Administrator, and social worker  
**(Addressing Chronic Absences).**