

# Eastern Guilford High School

## Attendance Policy 24-25

- Notes for early release are accepted in the morning prior to 1<sup>st</sup> Block at the attendance office.
- Early Release or Tardy
  - You **MUST** sign in/out through the attendance office
- Phone calls and/or Emails will not be permitted to release students
- Notes for excused absences are only accepted up to 3 days after absence
- 3 Unexcused Tardies = Disciplinary Action
- After 13 Absences in a semester, students are NOT eligible for sports the following season
- Students are required to attend class for at least ½ of the class period to be counted “present”

### **Excused Tardy/Absence**

- Medical/Dental Appointment
- Illness or Injury
- Death in the Family/Funeral
- Had to assist parent
- Educational Opportunity school trips, college visits (*requires administrative approval*)
- Court Proceedings with documentation
- Religious Observances

### **Unexcused Tardy/Absence**

- Missed the bus
- Overslept
- Car issues -car would not start, dead battery, flat tire, etc.
- “Please excuse for being tardy/absent.....” and does not give a reason

### **Bell Schedule**

1<sup>st</sup> Block – 9:40am – 11:10am

2<sup>nd</sup> Block – 11:15am – 1:15pm

3<sup>rd</sup> Block – 1:20pm – 2:50pm

4<sup>th</sup> Block – 2:55pm – 4:25pm

### **Thursday's ONLY**

1<sup>st</sup> Block – 9:40am – 10:55am

2<sup>nd</sup> Block – 11:00am – 12:45pm

FLEX – 12:50pm – 1:45pm

3<sup>rd</sup> Block – 1:50pm – 3:05pm

4<sup>th</sup> Block – 3:10pm – 4:25pm

Attendance Office Support (336) 449-6311 ext. 1251 or (336) 449-7108

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## Student Driver Attendance Policy 24-25

- ALL student drivers are expected to be at school and on time every day.
- Excessive tardiness and absences may result in your students' parking pass being revoked.
- Student drivers are not allowed to leave campus without permission.
- Students are required to attend class for at least  $\frac{1}{2}$  of the class period to be counted "present"
- 3 Unexcused Tardies = Disciplinary Action

### Excused Tardy/Absence

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