



AHS ATTENDANCE INFORMATION

201 Jordanville Road Aynor, SC 29511
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www.horrycountyschools.net/Aynor_High_School

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EXCUSED ABSENCES

- **Medical notes** are counted as excused absences; however, after 8 medical notes are submitted, students will be required to make up the missed time. Because of the way attendance is coded at the middle and high school levels, a parent may submit up to 8 medical notes per academic block for the school year.
- **Parent notes** may submit notes for up to 6 school days (3 per semester), and that will count as parent excused. (Students taking dual enrollment courses must follow the attendance guidelines from the credit-granting institution. Parent notes cannot be used to excuse absences from HGTC or CCU classes.)
- **Bereavement** for one's immediate family. An obituary or Funeral Program must be turned in to the Attendance Office within 3 days of the student's return to school.
- **Judicial excuses** must be turned in within 3 days of the student's absence for the legal appt

EARLY DISMISSAL PROCEDURES

- Students may be picked up in the Front Office by the Parent/Guardian or by a designated Emergency Contact in **PowerSchool**. The person picking up the student(s) must present a picture ID at the time of the pick up.
- **EARLY DISMISSAL FOR STUDENT DRIVERS**
- All early dismissals must be verified by phone. Early dismissal requests must be sent to: **AHSAttendance@horrycountyschools.net** and should be done **at least 30 minutes in advance of the time on the day of the dismissal**.
- After phone verification, a pass will be created and placed with the sign-out sheet in the front office. Students signing themselves out can come at break, lunch, or their sign out time to pick up their passes. When their dismissal time arrives, students go to the front office to sign out.
- Due to the volume of sign outs daily, student drivers **will not be called out of class for pre-arranged dismissal to avoid interrupting instruction**.

MAKE-UP TIME/CREDIT RECOVERY

- **Credit Recovery with Teachers**: Make-Up time with teachers before and after school may be applied towards attendance recovery. Attendance Recovery sheets can be picked up in the table outside the Attendance Office. These must be filled out and signed by the teacher hosting the recovery session, then turned in to the Attendance Office in a timely manner.
- **Saturday School**: AHS will offer multiple Saturday Schools each year from 8:00 am to 2:00 pm for students whose absences exceed the number allowed by the State of South Carolina. Attendees are required to bring work to do during that time. Transportation IS NOT provided for Saturday School.
- **Wednesday School**: AHS offers attendance recovery on select Wednesdays from 3:30–5:00. These will be announced at a later date. Bus transportation is provided if needed.

TRUANCY

A student under the age of 17 is TRUANT when they have 3 (three) consecutive unexcused absences, or a total of 5 (five) unexcused absences IN A SCHOOL YEAR. If truancy occurs, parents will be contacted to arrange a conference with the Administrator to develop an **AIP** (Attendance Intervention Plan) which is in effect for one calendar year.

DURING THIS CALENDAR YEAR, AHS MAY NOT BE ABLE TO SIGN DRIVERS LICENSE FORMS ALLOWING STUDENTS TO OBTAIN THEIR LICENSE.

Promotion / Retention (Seat Time)	Absence Coding Reference
<p>Promotion/Retention regulations for classes are:</p> <p>Quarter Classes 3 days. Semester Classes 5 days Year-long Classes 10 days.</p> <p>Absences over these days will result in failure of the class regardless of the numerical grade.</p>	<p>Attendance codes you may see on your student's attendance history could include:</p> <p>SC-UNEX–Unexcused absence SC-PN–Excused parent note SC-MED–Medical UTRD–Unexcused Tardy ISS–In School Suspension OSS–Out of School Suspension FT–Field Trip UEDM–Early Dismissal (unexcused)</p>

The mission of Aynor High School is to empower each student to be a positive, productive member of society through innovative education that focuses on the individual development of every student in order to become internationally minded and an integral, contributing part of a global society.

AHS Aim: To be the best school in the state of South Carolina. The best place to learn. The best place to work.

AHS Heart: Do to others as you would have them do to you. The Golden Rule.

AHS Vision: 100% of AHS students will graduate on time and be identified as college or career ready by the state of SC.