Attendance Policy

***ALL ABSENCES COUNT TOWARDS THE TOTAL AMOUNT OF DAYS. "Parent Verified" DOES NOT MEAN YOU ARE EXCUSED FROM AN ABSENCE-IT JUST MEANS YOU ARE NOT SKIPPING.**

The primary purpose of the attendance policy is to encourage students to be present in their classes to attain maximum benefit from classroom activities. There is a correlation between positive attendance, academic success and acceptance of responsibility. In order to support the best educational environment possible the following attendance rules are in effect at Huron High School.

1. The number of absences per trimester is a maximum of seven (7). All absences will count toward the 7 days. The specified amount of 7 days is sufficient for all but extreme circumstances (e.g. extended illness requiring hospitalization, serious injury).
2. Suspensions will not count against the 7 day limit.
3. Teachers and administration through phone calls, letters and progress reports will inform students and parents of student absences. At 7 absences, the student will report to the assistant principal.
4. Students missing more than 7 days per trimester must sit for the end of the course assessment and display a minimum proficiency score. Students scoring at or above the cut score will have their grade calculated for the trimester and will receive the grade earned for the term. Students scoring below the cut score have not displayed sufficient mastery of the subject and will not receive credit in the course. Credit will be issued or denied at the end of the trimester in question.
5. All students must attend classes for the entire trimester
6. All students regardless of age are required to follow attendance sign-in and sign-out procedures. Once the student signs out, the absence begins and the student must leave school premises.
7. Students are not normally permitted to leave school and return the same day unless they have an appointment that cannot be made after school hours. If students plan to return to school the same day, a receipt or other notification from the medical provider, court officer or other official must be presented before the student is readmitted. Exceptions to this section may be made by administration.
8. Students will be allowed to make up work as a result of a parent verified absence or a suspension. Responsibility for making up work rests with the student. Student make-up work must be turned in the day following any multiple day suspension.
9. A student is subject to out of school suspension for the remainder of the trimester when attendance problems in three (3) of their five (5) classes render the student unable to pass. The administration will make this recommendation for Board of Education approval.
10. The Michigan Compulsory Law states that students must attend school until they are sixteen years of age. Extreme truancy cases may result in the district seeking legal action.
11. IF YOU HAVE 5 OR MORE ABSENCES IN ANY CLASS, YOU WILL NOT BE ABLE TO ATTEND THE DANCE FOR THAT TRIMESTER.

The Michigan Compulsory Law states that students must attend school until they are seventeen years of age. Extreme truancy cases may result in the district seeking legal action.

*Tardy Policy

Cooperation by parent/guardian is necessary to minimize student tardiness. Careful records are maintained regarding tardiness. Students must report to class within ten (10) minutes of the tardy bell. After ten (10) minutes, the student will be considered absent and will be marked absent (L). If a student is detained by an administrator or teacher, a pass with the date, time and legitimate reason for tardiness will be issued to excuse the tardiness. Students arriving for the first hour ten (10) or more minutes late must sign in at the main office. They will be issued a pass to class and will be considered absent. For every two (2) late after 10 min a student receives will equal one absence toward the F-List. Students will go back to zero (0) tardies at the start of each new trimester. If the student accumulates 5 or more tardies in any of their classes, and does not make them up, they cannot attend the school dance for that trimester.

If any student has 5 tardies in 3 or more classes, there will be a mandatory parent meeting and the student will have to serve a day of ISS. They are automatically unable to attend the next dance.

A STUDENT'S GRADE IN A CLASS WILL BE LOWERED BY 1% STARTING ON THE FOURTH TARDY TO CLASS AND WILL BE LOWERED 1% FOR EACH ADDITIONAL TARDY THROUGH THE NINTH TARDY. EVERY TARDY OVER NINE IN A MARKING PERIOD SHALL RESULT IN DISCIPLINARY ACTION. A TARDY MAKE-UP PROCESS WILL BE AVAILABLE EACH TRIMESTER (see Tardy Make-up Policy).

Example: Student 'A' has 9 tardies in their 3rd hour. Student 'A' again is tardy to 3rd hour class. Student 'A' will be referred to the office by the teacher and will receive disciplinary action. If student 'A' was again tardy to 3rd hour, he/she would again receive disciplinary action up to and including suspension. Student 'A' would continue to receive disciplinary action for 21 every additional tardy to his/her 3rd hour class. It is hoped that the use of discipline and lowering of grades will stop students from being tardy to class excessively.

* The tardy policy and tardy make-up policy are currently under review and an updated policy may be posted to the school website this year.

*Tardy Make-Up Policy

The following is the process for making up tardies that resulted in 1% loss to grade:

1. During the course of the entire marking period, students will be allowed to serve make-up time to restore lost percentages.
2. Thirty minutes equals one tardy.
3. Students must check in with the library professional in order to make-up lost percentages.
4. Students must schedule make-up times with the high school office for after school makeups.
5. If a student is tardy for the make-up period, he/she will not be admitted.

* The tardy policy and tardy make-up policy are currently under review. They may change during the school year.