



ATTENDANCE

GOALS FOR THE 2026–2027 SCHOOL YEAR



According to the State of Indiana, students need to be in school at least 94% of the time.
Students who consistently attend school are more likely to perform well in school and graduate.
Similarly, students who are chronically absent are much less likely to achieve in the classroom or graduate.

DAILY SCHEDULE

Elementary Schools	John Young Middle School	Mishawaka High School
BREAKFAST SERVED 8:05 AM – 8:25 AM	BREAKFAST SERVED 7:50 AM – 8:10 AM	BREAKFAST SERVED 7:30 AM – 7:55 AM
DOORS OPEN 8:15 AM	DOORS OPEN 8:00 AM	DOORS OPEN 7:15 AM
CLASS BEGINS 8:30 AM	CLASS BEGINS 8:15 AM	CLASS BEGINS 8:00 AM

PERFECT ATTENDANCE

0 Absences
0-3 Tardies
0-3 Check Out Early

EXCELLENT ATTENDANCE

1-5 Absences
0-5 Tardies
0-5 Check Out Early

REMEMBER:

An absence is an absence.
Whether it is **excused** or **unexcused**, it still counts as an absence.

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WHAT IS AN **EXCUSED** ABSENCE?

- Illness absence with a doctor's note or authorizing by school nurse or other school official.
- Family emergency/parent call-in.
- Funeral.
- Medical appointments; verified by a written note from the doctor.
- Quarantine of the home; verified by the health department or school official.
- Exclusion from school supported by written documentation by nurse or other designated school official.
- Absences for justifiable personal reasons, with prior written request and written approval from the principal.

WHAT IS AN **UNEXCUSED** ABSENCE?

These are some common unexcused absences

- Personal Reasons (running errands for family, birthday, hair appointment, shopping trips, etc.)
- Unapproved vacations or trips
- Transportation problems
- Babysitting
- Any absence without documentation or note from parent, guardian or medical professional

EXCELLENT ATTENDANCE		BASIC ATTENDANCE	CHRONIC ATTENDANCE
			
100%	99-97%	96-94%	↓ 93%
0 Absences	1-5 Absences	6-10 Absences	11+ Absences
FOR THE ENTIRE SCHOOL YEAR			

SCHEDULING APPOINTMENTS

We understand that sometimes you need to schedule appointments or trips. To help plan ahead and not miss any school, below are days school is not in session that would be the best days for scheduling appointments or trips.

September 4..... Recess Day
September 7..... Labor Day
October 14 .. Parent/Teacher Conferences
October 15–19 Fall Break
November 25 eLearning Day

November 26–27 Thanksgiving Break
December 21– January 1 Winter Break
January 18 Martin Luther King, Jr. Day
February 12 Recess Day
February 15 Presidents' Day

March 26 Good Friday
April 5–12 Spring Break
AFTER May 26* Last Day of School

**Additional days may be added at the end of the school year for make-up days.*