

ATTENDANCE AND TARDY POLICY

Per State Law, a student is considered **chronically absent** if they miss **10% or more of school days** for *any* reason (excused or unexcused).

- At Emerson, **10 or more total absences in a single class per semester** is considered **excessive**.
- Both excused (parent-notified) and unexcused absences count toward this 10-day total.
- School sponsored functions do not count toward this total (field trips, athletics, etc).

Instances of chronic and other doctor-verified illnesses will be handled on a case-by-case basis. Written and signed documentation must be submitted to the school in those instances. All other absences, including absences due to suspension, will be included in the total absence count.

Students displaying chronic or excessive absenteeism, including tardiness, may have restricted extra-curricular activities such as; field trips, activity nights, dances, or PBIS rewards.

In addition, our Board Policy requires each school to report truancy to the appropriate authorities. State law requires all students to attend school from age six to eighteen. Parents of truant students are subject to court proceedings (See Board Policy JB)

Emerson Middle School does not offer virtual instruction. Students are expected to physically attend school on all scheduled dates. Google Classroom is an extension of the physical classroom and is not intended to be used as the primary source of instruction.

TARDINESS TO CLASS

Students are expected to be in class on time and ready to work. They will be considered tardy if they are not in class at the time class is scheduled to begin according to the clock designated by the classroom teacher. Persistent tardiness will not be tolerated. Students who arrive to class late because a teacher kept them after class should have a pass from that teacher. Students who arrive more than 10 minutes late without a pass will be referred to the assistant principal and will be marked absent.

A student who earns 4 tardies in a class period will receive a lunch detention from their teacher. For every tardy afterward, the student will be issued a lunch

detention. Tardy totals reset at the beginning of each quarter. Chronic tardiness could result in additional consequences ranging from a warning to a suspension.

SKIPPING CLASS

Emerson Middle School prioritizes student safety and learning time. Students must remain in their scheduled classes or assigned locations unless authorized by staff with an official pass.

Violations include leaving a classroom without permission, failing to report to class, being present in unauthorized locations (ex. restrooms, hallways, common areas) during class time, or leaving campus. Consequences for skipping range from loss of passing/hallway privileges, detentions, and suspension for repeated infractions.