

ARCHBISHOP HOBAN HIGH SCHOOL

ATTENDANCE UPDATES

Parents and guardians play an important role in helping students establish good attendance habits and ensuring they arrive at school and class each day, ready to learn.

MINUTES MATTER

Under Ohio's updated attendance laws, attendance is tracked by the minute. At Hoban, attendance is taken during each class period, so any time a student is out of class—including arriving late, leaving early or attending an appointment—counts toward the student's total absences.

Bottom Line: Every minute counts, and all absences count toward the total.

EXCUSED ABSENCES

- Documented Medical Reason
- Religious Holiday
- College Visit (juniors and seniors only)
- Funerals
- Other reason with prior approval from the building principal

HOBAN'S APPROACH TO PREVENTING CHRONIC ABSENTEEISM AND TRUANCY

3% MISSED HOURS	 Parents/guardians receive a SMS text message from Hoban's attendance coordinator.
5% MISSED HOURS	 Hoban's associate principal of student life calls the parents/guardians and meets with the student.
10% MISSED HOURS	 Student becomes "chronically absent." The dean of students will schedule a meeting with parents/guardians and student to develop an Attendance Intervention Plan, including potential loss of school privileges.
ACADEMIC IMPACT	 Students who are absent from five meetings of a particular class during a quarter without medical documentation may receive a 10% drop in the overall quarter grade in that class for that grading period.
HABITUAL TRUANCY	 Truancy is defined as 30 consecutive hours, 42 hours in a month or 72 hours in a year of unexcused absence . Students are at risk for truancy proceedings with Summit County Juvenile Court. At this point, Hoban begins the withdrawal process.

STEPS TO WORK TOGETHER AND BE SUCCESSFUL

CONSISTENT ROUTINE	Help your student create a schedule for homework, get adequate sleep, wake up on time and arrive to school on time (road closures/inclement weather).
SMART SCHEDULING	When possible, avoid scheduling appointments during school hours. If during school, students should come to class before and/or after the appointment.
DOCTOR'S NOTES	Turn in a note from the appointment. Hoban must have excuse notes within <u>two school days</u> of the visit in order to excuse the absence.
10 A.M.	Students must be in the building by 10 a.m. or should not leave prior to 11 a.m. to participate in athletic or cocurricular activities. Exceptions must be approved by the school principal.
COMMUNICATE	Talk to your student about why consistent attendance is important. Check grades regularly in Blackbaud and assignments in Canvas. Contact the attendance coordinator or school counselor with concerns or questions.

QUESTIONS/UPDATES: ATTENDANCE@HOBAN.ORG | 330.849.2160