



AYNOR HIGH SCHOOL ATTENDANCE INFORMATION

AHSAttendance@horrycountyschools.net

Phone (843-488-7100 / Fax (843) 358-3767

ABSENCE NOTES

- **MEDICAL NOTES** allowed per academic block per year : 10
- **PARENT NOTES 3 (three)** allowed per academic block per semester = 6 PER YEAR
- **LEGAL EXCUSES** are accepted from court only for the duration that the student was in proceedings.
- **BEREAVEMENT** allows 3 (three) days of excused absences with approved documentation submitted such as obituary.
- **EXCUSES** must be turned in within 3 days of the student's return.
- **SEAT TIME REQUIREMENTS:** are based on the duration of the class and CAN be made up with an approved attendance recovery plan. (Recovery options will be available during the year).
 - Semester Classes: 5 unexcused absences*
 - Year-long Classes: 10 unexcused absences*
 - Quarter Classes: 3 unexcused absences*
- **TRUANCY: Can NOT be made up:** Any 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.

EARLY DISMISSAL PROCEDURES

- **NON-DRIVERS:** Students may be picked up in the Front Office by the Parent/Guardian or by a designated Emer-gency Contact **in PowerSchool**. The person picking up the student(s) must present a picture ID at the time of the pick up.
- **STUDENTS** will not be called from class in advance to wait for parent's arrival
- **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 outside the attendance office for pickup.
- Students 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.



FAQ

- ⇒ My student doesn't feel well and I can't leave work. Can my neighbor come pick him up? **NO**, Only emergency contacts in Power-School can pick up your student. To add or remove someone, contact SClark002@horrycountyschools.net for the necessary documents.
- ⇒ I've emailed for my student to leave at 1:00pm. Will you call them from class? **NO**. We do not call into the classroom unless the parent specifies that the student doesn't know about the appointment and will need to be called down. Students that are aware of a dismissal may come up and pick up their pass at intervals during the day or at the time of dismissal.
- ⇒ Why am I receiving a letter about my student's attendance when they've only missed three days? **COURTESY LETTERS** These are typically courtesy letters letting parents know that their child may be entering failure or truancy territory.
- ⇒ We've been scheduled for an Attendance Intervention Plan meeting for excessive absences. If I have a doctors note for one of the absences, can I turn it in? **YES**. The meeting will take place as scheduled and you are encouraged to bring any outstanding excuses with you.
- ⇒ We've planned a cruise for this year and my student will be missing 3 days next week. Will this count against them? **YES** If your student is under the age of 17, it will place them in Truancy because of the 3 consecutive days and an AIP will be required per state law. It will also count against the seat time allowed in their classes placing them in danger of failing due to attendance.