CHALLENGE SUCCESS

ATTENDANCE POLICY

What are the indicators that you need support? **How will we support you?**

Attendance at KAMSC

It's Required, It Matters

Student Engagement

WHY IS THIS IMPORTANT?

- Missing just 17 days a year—less than two per month—at KAMSC is considered chronic absenteeism and research shows can harm academic performance. KAMSC's collaborative, hands-on learning environment relies on active participation, rich discussions, and lab work that can't be replicated outside the classroom.

TYPES OF ABSENCES

- Excused Absence: Reported by a parent/guardian within 24 hours for illness, injury, funeral, emergencies, or pre-approved absences.
- Pre-Arranged Absence: Submit the form at least 5 days in advance. Limit to 5 days per year. Students must make up missed work—ideally before the absence, but no later than one week after returning.
- Unexcused Absence: Any absence not covered above, including non-school sports or activities.
- School-Related Absence: Must be reported to the KAMSC office within 24 hours of the event or trip.

WHAT HAPPENS IF YOU ARE CHRONICALLY ABSENT AT KAMSC?

- Attendance is reviewed every 6 weeks. Students should have no more than 3 absences per review period **(excluding school-related absences)**, and no more than 17 total absences for the school year.
- Review Dates & Thresholds:
- Oct 9 – More than 3 absences → Letter sent to student and parent
- Nov 20 – More than 6 absences → Student meeting + parent email
- Jan 8– More than 9 absences → Student meeting + parent email
- Feb 19– More than 12 absences → Student & parent meeting required
- Apr 9 – More than 15 absences → Student & parent meeting required
- May 21 – More than 17 absences → May result in return to partner school
- Our goal is to support students in keeping absences below 10% of the school year.

SUPPORT FOR YOU

- We will provide counseling or therapist support for those that are in need in order to overcome barriers to achieving 90% attendance or better.
- We will work with families as a team to find root causes of excessive absenteeism and do our best to support students through those causes.
- We will closely monitor and inform families of any attendance concerns as outlined above

COMMUNITY · OPPORTUNITY · RESEARCH · EXCELLENCE

KAMSC