

## **Attendance: Taylor County School Board ATTENDANCE REGULATIONS**

The Legislature finds that poor academic performance is associated with nonattendance and that school districts must take an active role in promoting and enforcing attendance as a means of improving student performance. The Legislature finds that early intervention in school attendance is the most effective way of producing good attendance habits that will lead to improve student learning and achievement.

Attendance procedures shall be carried out in accordance with Taylor County School Board Rule 5.02, Florida Statute 1003.26, and the Code of Student Conduct and Attendance Policies.

1. According to FS 1003.26, any student between the ages of 6 and 16 is within compulsory school attendance age requiring regular school attendance. Parents of a child within the compulsory school attendance age shall be responsible for such child's attendance as required by FS 1003.26. It is understood that ALL students will be subject to the stipulations within this attendance policy. Attendance is required of all students for at least 180 days of instruction or the equivalent as provided by law, except for absences which are excused or as otherwise provided by law.
2. Attendance is defined as the actual presence of a student at school or away from school on a school day engaged in an educational activity that constitutes a part of the school-approved instructional pupil program.

### **Policies Governing K- 8 Attendances**

**Absence is defined as the nonattendance of a student on days that school is scheduled to be in session. Any tardy/absence of 10 minutes or more from a class will result in an absence from that class. Absences may be defined as excused or unexcused in accordance with local policy.**

#### **Excused Absences**

*In compliance with Florida School Laws, the Taylor County School Board recognizes excused absences as those resulting the following:*

- *Absence resulting from sickness, injury or other insurmountable conditions or participation in an approved academic program or class;*
- *Participation in the observance of a religious holiday or in religious instruction;*
- *Death in the immediate family of the student. (Immediate family is defined as parents, siblings, grandparents, aunts and uncles, and in some cases, other persons in the household);*
- *Pre-excused doctor or dentist appointments;*
- *Pre-excused educational/field trip; and*
- *Insurmountable weather conditions.*

A student who misses one (1) or more periods during the school day must, within two (2) school days, bring a note from a parent or guardian stating the reasons for that absence. Excused absences are described above.

Students returning to school after an excused absence shall have a time period equal to the number of days excused or a minimum of five (5) days, whichever is greater, to make up missed work. It is the student's responsibility to make arrangements with their teachers to complete missed work. If reasonable doubt exists regarding a sickness or injury, the principal is authorized to require a statement from an accepted medical authority. Failure to comply with this requirement shall result in the absence being unexcused.

If a student fails to bring a note within two (2) school days after being absent, or if the reason is not a valid one, the student will receive an unexcused absence for the days/classes missed and the following rules will be in effect.

- The student will receive a "0" in all classes missed during the unexcused absence; and Students with unexcused absences and determined to be truant or skipping are subject to disciplinary action.

### **Monitoring of Absences**

As outlined in FS 1003.26, upon each unexcused absence, or absence for which the reason is unknown the school principal, or his or her designee, shall contact the student's parent to determine the reason for the absence. If the absence is an excused absence, the school board shall provide opportunities for the student to make up assigned work and not receive an academic penalty unless the work is not made up within a reasonable time.

During the nine- (9) weeks grading period the following actions will take place:

- On the third absence, the student's school will contact the parent.
- On the fifth absence, the student's school will mail home a letter informing the parents of the five absences for the nine weeks and the consequences of such absences.

If a student has had at least five unexcused absences, or absences for which the reasons are unknown, within a calendar month or 10 unexcused absences, or absences for which the reasons are unknown, within a 90-calendar day period, the student's primary teacher shall report to the school principal or his/her designee that the student may be exhibiting a pattern of nonattendance. As per F.S. 1003.26, habitually absent students will be referred to the Intervention Assistance Team and an attendance conference will be scheduled with the parents/guardians.

### **Exceptions to the Attendance Policy**

1. Chronic or extended illness (must have a doctor's verification). Students suffering chronic illnesses –i.e. Asthma, Diabetes, etc. must submit to the Principal at the beginning of the school year, a doctor's verification of the condition.
2. A note from the hospital, and/or physician must verify hospitalization.
3. Death in the immediate family requiring extended absence. (Parents/guardian written verification needed.)
4. Court subpoena (copy of court paperwork for verification).
5. Students who are suspended will be considered administratively absent and the suspension days are not subject to the attendance policy but are still considered unexcused absences and students are not allowed to receive credit for missed work.