

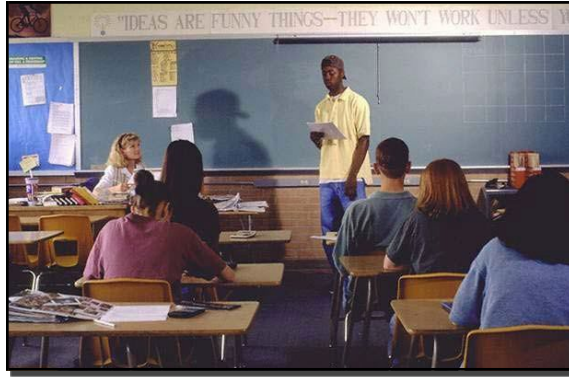
## Compulsory School Attendance Laws

Code of Alabama, Section 16-28-12

Each parent, guardian, or other person having control or custody of any child required to attend school or receive regular instruction by a private tutor who fails to have the child enrolled in school or who fails to send the child to school, or have him or her instructed by a private tutor during the time the child is required to attend a public school, private school, church school, denominational school, or parochial school, or be instructed by a private tutor, or fails to require the child to regularly attend the school or tutor, or fails to compel the child to properly conduct himself or herself as a pupil in any public school in accordance with the written policy on school behavior adopted by the local board of education pursuant to this section and documented by the appropriate school official which conduct may result in suspension of the pupil, shall be guilty of a misdemeanor and, upon conviction, shall be fined not more than one hundred dollars (\$100) and may also be sentenced to hard labor for the county for not more than 90 days. The absence of a child without the consent of the principal teacher of the public school he or she attends or should attend, or of the tutor who instructs or should instruct the child, shall be prima facie evidence of the violation of this section.

Code of Alabama, Amendment 16-28-16

An amendment of 16-28-16 of the Code of Alabama, specifies that each child who enrolls in a public school, regardless of age, is subject to the School Attendance and Truancy Laws of the state.



*The Mobile County Public School System does not discriminate in its education and employment programs on the basis of religion, age, race, color, national origin, gender, marital or parental status, and disability. This district complies with all Federal and state laws and regulations regarding discrimination. Inquiries regarding compliance and/or grievance procedures may be directed as follow. For student inquiries contact Student Services Executive Director, P.O. Box 180069, Mobile, Alabama 36618, or call (251) 221-4246. For employee inquiries contact Human Resources Employee Relations Administrator, P. O. Box 180069, Mobile, Alabama 36618 or call (251) 221-4531.*



# Mobile County Public Schools

P.O. Box 180069 - Mobile, AL 36618

## Attendance Policy Grades PreK-12



## Responsibility Of Parent/Guardian

- A. Anytime a student is absent, the parent/guardian must send a written note to school satisfactorily explaining the absence. A satisfactory note from parent/guardian meets the following state guidelines:
- ❖ Illness.
  - ❖ Death in immediate family.
  - ❖ Inclement weather which would be dangerous to the life and health of the child as determined by the principal.
  - ❖ Legal quarantine.
  - ❖ Emergency conditions as determined by the principal.
  - ❖ Prior permission of the principal and consent of guardian.
- The note or doctor's excuse must be sent to school within three (3) days of the student's return to school to be counted as an excused absence. Suspensions are unexcused absences.
- B. A written note from the parent/guardian, as described above, will excuse absences for up to but not exceeding eight (8) absences.
- C. On the fifth (5th) unexcused absence, a referral will be made to the Early Warning Truancy / Discipline Program. Attendance at the Early Warning Truancy/Discipline Program shall be mandatory except where prior arrangements have been made or an emergency exists.
- D. The parent/guardian of a student who is absent nine (9) or more times must present clinical or doctor's excuse to the school in order for the absences to be excused.

- E. The parent/guardian of any student who has a chronic ailment that may cause the student to miss school during the year is required to provide the school with a physician's statement of illness verifying the student's condition. At the beginning of each semester, a new physician's statement of illness must be provided. A parent/guardian note is still required within three (3) school days for any chronic ailment absence. Failure of the parent/guardian to provide the school with a physician's statement of illness and parent note for each absence can result in unexcused absence accumulation and referral to Juvenile Court.
- F. Prior permission must be obtained from the principal in order for absences for out-of-town trips to be excused.
- G. Students must be in attendance one-half of the instructional day to be counted present. The parent/guardian must send a written note if the student is checked out prior to completing one-half of the instructional day.



- H. Any parent/guardian having housing instability that may cause the child to miss school during the school year is requested to communicate with the school's registrar and/or administrator regarding their housing situation.

## Instructions to Apply for Driver's Permit/Driver's License Enrollment Verification Form

1. Go to the website home page for Mobile County Public Schools—[www.mcpss.com](http://www.mcpss.com).
2. Scroll down and click on the "Quick Forms" icon.
3. Under the Quick Forms icon click on the link "License/Permit Enrollment Verification".
4. Complete all questions and click submit. If you do not have a driver's license number, enter "N/A" for question 1.
5. The completed enrollment verification form will be mailed to the address on file with the school. Please allow 24 hours for the form to be completed. Allow one week for the form to be received in the mail.
6. Students ages 13-16 must abide by Public Safety's behavior law.
7. Students ages 15-19 must abide by Public Safety's attendance law.