



Seminole High School Attendance Policy



A student who is absent without the principal's approval shall have their legal guardian report such absences to the school center. A written note must be presented to the front office within five (5) days of student absence. *The note must come from a guardian listed in Skyward.*

Parent Notes for Five (5) days will be accepted **per semester** to excuse student absences that result from student illness (*SCPS Student Code of Conduct*). If a student exceeds five absences in a semester, the only notes that will be accepted to excuse student absences are as follows:

1. Medical treatment provided by a licensed health professional-*via official document*. This includes, but not limited to, a doctor, orthodontist, dentist, chiropractor, psychologist, vision, etc.
2. Observance of religious practices or a religious holiday.
3. Law enforcement order or court subpoena-*via subpoena document*.
4. Death of an *immediate* family member-*parent note will be accepted in this circumstance*.
5. Traffic accident that directly involved the student-*via accident report*.
6. College visits for Junior and Seniors- *2 days per year via official document*. (This does not include colleges that visit the SHS campus)

All excuses must be turned into the Front Office within 5 school days of the student returning to school. After this date, notes will **NOT** be accepted, and the absence will be recorded as unexcused. Students shall be considered truant when absent without guardian permission.

Students will lose credit for any class once they reach the **tenth (10th)** unexcused absence in a semester, regardless of a passing grade.

Student Sign-Outs

Students enrolled in a Seminole County Public School are not permitted to sign out students (this includes siblings). Only persons listed on Skyward may sign out students.

Tardiness/Early Check Out

When a student arrives tardy, they must have a valid excuse i.e., a parent signs them in, a doctor's note, etc. If a student is more than 6 minutes late to a class period, they are marked absent from that period.

Students may not be checked out later than 1:45 pm each day and 12:45 pm on Wednesdays. Students will only be released to individuals named on the emergency card or listed as a guardian in Skyward.

Guidelines for Make-up Work

A student who is absent is required to make up all coursework missed, regardless of whether the absence is **excused or unexcused**. It is the student's responsibility to obtain assignments upon returning to class immediately following an absence.

Athlete Attendance

Student athletes MUST attend at **minimum 4** of their 7 scheduled classes in order to participate in same day athletic events.