

### **Attendance Policy:**

Each student will be allowed **seven (7) excused absences per year**. **The first 3 absences may be called in by a parent. Additional absences must be accompanied by a doctor's excuse on the doctor's stationary with the telephone number along with the time and duration of visit. Failure to produce a doctor's note may result in loss of classroom credit for the absence.** Extended illnesses that are accompanied by a doctor's note will be dealt with on an individual basis. **Upon the 8th absence the student and/or parent(s) may be reported to Child Protective Services, Shelby County Probation, and/or the Shelby County Prosecutor's office for excessive absenteeism or educational neglect.** Parents will be made aware of attendance issues by mail and/or phone call.

The following are examples of Excused Absences that **DO** count toward the **7 day limit**:

1. Personal illness – limit of 7 (parental call up to 3, after 3 must be accompanied with a verified doctor's note).
2. Verified Bereavement: 5 days for parent or sibling, 2 days for grandparent, etc.
3. Religious Observation
4. Emergency Dental

An Unexcused Absence, as defined below, will result in the loss of opportunity to make up work in the classes missed.

The following are defined as Unexcused Absences:

1. Truancy (as defined)
2. Over-sleeping (with or without Parent phone call)
3. Chores at home (any and all)
4. Family vacations
5. Driving violations (traffic stops)
6. Missed the bus, unable to find a ride, car trouble.
7. Other absences that the School deems reasonably unacceptable.
8. Absences exceeding 7 days.

The following absences are excused absences and DO NOT count towards the 7 day absence limit:

1. Serving on a precinct election board or as a helper to a political candidate or political party on the date of a general, city, special, or primary election.
2. Any other absence authorized by state law.
3. School approved Field Trips.

### **Family Vacations**

Students who will be absent from school because of a family vacation will be counted as an **unexcused absence**.

### **Illnesses and Extracurricular Activities**

Students may not attend or participate in any extra-curricular activity on a day that they have been absent from school. A student, who is unable to complete the last half of the school day because of **illness**, will also be unable to attend or participate in extracurricular activities later in the same day.