

NAZARETH AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ATTENDANCE

ADOPTED: APRIL 25, 2005

REVISED: AUGUST 27, 2007

	204. ATTENDANCE
<p>1. Purpose</p> <p>2. Authority SC 1301, 1302, 1327, 1329 Title 22 Sec. 11.11, 11.13, 11.23, 11.25, 11.41</p>	<p>The Board requires that school-aged students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by this district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.</p> <p>Students will be expected to be in attendance on all of the days and hours that school is in session unless appropriate reasons exist to justify their absence.</p> <p>The Board considers the following conditions to constitute reasonable cause for absence from school:</p> <ol style="list-style-type: none"> 1. Illness. 2. Quarantine. 3. Exceptionally urgent reasons that may affect the child and ordinarily do not include work at home. 4. Required court attendance. 5. Absence for religious holidays 6. Death in family. 7. Family educational trips.
<p>Title 22 Sec. 11.22, 11.28</p>	<p>Attendance need not always be within school facilities. A student will be considered in attendance if present at any place where school is in session by authority of the</p>

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SC 1327, 1329 Pol. 115, 117, 118	Board; the student is receiving approved tutorial instruction or health care; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction.
Title 22 Sec 11.21	<p>All absences occasioned by observance of the student's religion on a day approved by the Board as a religious holiday shall be excused, and no student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.</p> <p>In order for a student to receive a full or part-time excusal from school or a session of school to observe a religious holiday with his/her family, it is necessary that the student present a written request by the parent or guardian to the school official prior to the holiday.</p>
SC 1546 Title 22 Sec. 11.21	The Board shall, upon written request of the parents or guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction.
SC 1329	<p>The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.</p> <p>The Board shall excuse the following students from the requirements of attendance at the schools of this district:</p>
SC 1330	1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.
Title 22 Sec. 11.5, 11.32	2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught, except that such students and students attending college who are also enrolled part-time in the district schools shall be counted as being in attendance in this district.
SC 1327	3. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business school has been approved.
SC 1330	4. Students fifteen (15) years of age, and fourteen (14) years of age who have completed sixth grade, who are engaged in farm work or private domestic service under duly issued permits.

SC 1330	<p>5. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.</p> <p>The Board may excuse the following students from the requirements of attendance at district schools:</p>
Title 22 Sec. 11.22	1. Students receiving private instruction from a properly qualified tutor.
Title 22 Sec. 11.34	2. Homebound children unable to attend school on the recommendation of a physician, psychiatrist, or licensed psychologist.
SC 1327	3. Students enrolled in special schools conducted by the Colonial Intermediate Unit or the Department of Education.
SC 1332, 1333	<p>The Board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Board shall issue notice to those parents and guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.</p>
3. Delegation of Responsibility	<p>The Superintendent or designee shall develop procedures for the attendance of students which:</p>
Title 22 Sec. 11.1, 11.2, 11.3	1. Ensure a school session that conforms with requirements of state regulations.
SC 1332, 1339	2. Govern the keeping of attendance records in accordance with state statutes.
SC 1333, 1338	<p>3. Impose on truant students appropriate incremental disciplinary measures for infractions of school rules, but no penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences.</p> <p>4. Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests.</p> <p>5. Ensure that students legally absent have an opportunity to make up work.</p>
SC 1333, 1338, 1354 Title 22 Sec. 11.24	6. Issue written notice to any parent or guardian who fails to comply with the compulsory attendance statute, within three (3) days of any proceeding brought under that statute. Such notice shall inform the parent or guardian of the date(s) the absence occurred, that the absence was unexcused and in violation of law, that the parent is being notified and informed of his/her liability under law for

<p>SC 510, 1318</p>	<p>the absence of the student, and that further violation during the school term will be prosecuted without notice.</p> <p>Repeated infractions of Board policy requiring the attendance of enrolled students may constitute misconduct and disobedience to warrant the student's suspension or expulsion from the regular school program.</p> <p>When a student is absent from school, the absences are categorized as either non-cumulative or cumulative.</p> <p><u>Non-cumulative Absences</u></p> <ol style="list-style-type: none"> 1. Illness verified by a physician's note submitted within five (5) days of a student's return. Parents are advised that whenever it is necessary to visit a physician with their son/daughter, have the doctor complete an absence excuse to avoid adding to the cumulative absence total. Administration may require a doctor's note for student absence. 2. Death in the family – from date of death until two (2) days after the funeral unless otherwise authorized by the building principal. 3. Religious holidays. 4. Administrative reasons: school activities, college visits, etc. 5. Students sent home by the school nurse 6. Terms of absence regarding full and half-day are defined in student handbooks. 7. Suspension. <p><u>Cumulative Absences</u></p> <p>Excused cumulative absences include:</p> <ol style="list-style-type: none"> 1. A maximum of days of absence during a school year as defined in the student handbook guidelines verified by a parental note. All absences that exceed the number in the guidelines will require a physician's note. 2. A student who is absent from school must return a parental note to the administrative office of school within five (5) days of return to classes. If the parental note is not returned, the absence may be considered unexcused/illegal.
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	<ol style="list-style-type: none">3. Pre-approved family educational trips while school is in session per Board policy.4. For students with repetitive tardiness, minutes may be accumulated and counted toward attendance.5. Funeral – non-family member/with affidavit.6. Students whose parents elect to pick up the student against the advice of the school nurse will be required to submit a doctor’s excuse or the absence will be considered unexcused.7. Students who are referred to the Truancy Elimination Program will be expected to provide a doctor’s note for all absences throughout the following school year. <p>Unexcused/Unlawful absences include:</p> <ol style="list-style-type: none">1. Any day for which a written parental excuse is not submitted within five (5) school days of a student’s return from an absence.2. Any written excuse not approved by the principal.3. Any absence <u>not excused by a physician’s note</u> according to the student handbook guidelines.4. Truancy – Unlawful absence (age sixteen [16] and under) and unexcused absence (age seventeen [17] and over).5. Missed the bus.6. Overslept.7. Family out of town.8. Funeral – non-family member without affidavit.
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