**2020-2021 High School Attendance Policy**

For the entire year a student has a total of fifteen (15) days that he/she may miss. This total includes

**EXCUSED and UNEXCUSED** days. **Early dismissals are considered as one of the fifteen (15) days**. Once

the fifteen (15) allowed days are used, a doctor note will be required to have all other absences excused.

**Suggested used of excuse notes for each nine weeks:**

**Limit the absences to no more than four (4)**

**Remember that on the third (3rd) unexcused absence in any period the highest grade a student can receive for that class is 59.**

***Excused absences: (all of these are part of the 15 days)***

Personal illness or illness of an immediate family member

Death in the family

Doctor or dentist

Required court appearance

Approved post-secondary educational institution visitation

***Absences that cannot be excused are:***

Pleasure/vacation trips

Shopping trips

Truancy

Other avoidable absences

**Reporting absences**: Any student who bas been absent from school shall bring a note from a parent or guardian within forty-eight (48) hours of returning to school **stating the cause of the absence**. Failure to bring in a note will result in an automatic unexcused absence. Acceptance of notes for excused absences will be at the discretion of administration.