

Kimberly School District

STUDENTS 3122

Attendance Policy

The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and study in order to reach the goal of maximum educational benefits for each individual child. The regular contact of the students with one another in the classroom and their participation in instructional activities under the tutelage of a competent teacher are vital to this purpose. This is an established principle of education that underlies and gives purpose to the requirement of compulsory schooling in this and every other state in the nation. The good things that schools have to offer can only be presented to students who are in attendance. With continued emphasis regarding Excellence in Education, all parties involved in attendance can better strive for quality in the classroom. Attendance reflects a student's dependability and is a significant factor on the student's permanent record. Future employers are as much concerned about punctuality and dependability as they are about academic record.

School success, scholarship, and job opportunity are greatly affected by good attendance. Kimberly Public School District expects all students to attend school regularly and be on time for all classes in order to benefit from the instructional program and to develop habits of punctuality, self discipline, and responsibility.

STATEMENT OF POLICY

1. A student will not be given credit for any class, if the student has exceeded the number of absences set by each school level. (Three un-excused or a cumulative total of five absences, both excused and un-excused, during each semester for the elementary school, middle school and high school. Any student having eight or more absences (excluding school-sponsored activities) may be dropped from high school enrollment upon a recommendation from the high school attendance board.
2. A parent/student may, in writing, request an Attendance Review Committee hearing to appeal the "FA" grade and lack of credit for the class. It is the student's responsibility to contact the principal of the school to schedule this hearing.

TRUANCY

1. Prohibited Acts: Any person between the ages of seven (7) and sixteen (16) years of age, living in the city/county of Twin Falls who is deemed truant from school or class, under the attendance regulations of the school, without the consent of the student's parent/guardian or school officials is guilty of a status offense.
2. Attendance Required: The parent or guardian of any child resident in this State who has attained the age of (7) years at the time of the commencement of school in his district, but not the age of sixteen (16) years, shall cause the child to be instructed in subjects commonly and usually taught in the public schools for the State of Idaho. Unless the child is otherwise comparably instructed, the parent or guardian shall cause the child to attend a public, private or parochial school during a period in each year equal to that in which the public schools are in session; there to conform to the attendance policies and regulations established by the Board of Trustees, or other governing body, operating the school attended.
3. Exceptions: Any exceptions to this requirement are as codified by any school district in which the student attended or, as contained in Idaho Code, title 33, chapter 2 are hereby recognized and given full force and effect.

EXCUSED ABSENCES

An excused absence is given for illness, severe family emergency or death in the family. Excessive days or three consecutive days of illness could require a physician's written statement. parent's permission does not necessarily mean that the district will be able to excuse the absence. An excused absence entitles the student to an opportunity to make up the work missed for credit. The responsibility for securing assignments and making up the work is the students. Failure to return the completed work to the teacher in a reasonable time may result in a zero for that assignment. A reasonable length of time is generally considered to be within the same number of days the student was absent.

The principal of the school is granted the authority to make exceptions based on individual/family needs. The intent is to provide a means of excusing pre-arranged family vacations and activities as long as the total number of days absent in a semester does not exceed the school limit. The exceptions must be pre-approved by the principal and arrangements for the completion of school work must be made prior to the absence with the teacher(s).

An excused absence may be granted to a student when such absence is required for the exercise of the student's religious beliefs. Such absences shall require the advance written request from the parent.

TRUANCY - Defined

A student is considered to be truant whenever he/she is absent from school or class without the consent of the student's parent/guardian or school officials, or who is absent from school with consent but for an invalid reason. Absences from school or class after arrival at school and departures from school during the school day without permission of school officials shall be considered a truancy. A truancy is a major disciplinary violation and parents/guardians will be notified. After the fourth truancy, in any school year, the Board authorizes the building principal to declare a student habitually truant. Valid reasons for absences include illness, purposes concerning family operations, and other reasons deemed significant by parents and school officials.

UN-EXCUSED ABSENCES

Absences due to non-family related vacations, non-school sponsored activities, errands, employment, job interviews, truancy, leaving class without permission, leaving school without permission, oversleeping, and lateness returning from lunch are some of the examples of un-excused absences.

Students who miss school without having an approved excused absence shall be required to make up all work (assignments, quizzes, tests, or other school work) either in a detention period or a Saturday school. Credit for this work may be given at the school's option. It is extremely important that students and parents realize the decision of whether an absence is an un-excused absence or an excused absence rests in the decision of the school. Any absence, regardless of the number, will be considered and dealt with on its own merit.

TARDIES

Tardiness to individual classes shall be handled by the teacher of the class involved. Each group of three un-excused tardies occurring within the same quarter will be equal to one un-excused absence. For the purpose of test exemption, an un-excused tardy in excess of 10 minutes **in a period** will be counted as an un-excused absence. Tardiness to school or class may result in additional disciplinary action.

SCHOOL ACTIVITY ABSENCES

On occasion, a student may miss classes because of athletic or academic field trips. These are not considered absences, but rather an extension of the regular school program. However, it is the student's responsibility to make arrangements in advance to complete all assignments, quizzes, and tests. Failure on the student's part to make these arrangements may result in the student losing credit for these assignments.

CLEARING AN ABSENCE

It is the student's responsibility to have their parents contact the school to clear the absence upon returning to school. The process may be either a phone call or a written note from the parent based upon the schools procedure as noted in the student handbook. Excused absences not cleared within one week of returning to school will be considered permanently un-excused.

Policy History:

Revised: 9/15/94; January 1998; June 1999; May 2002; April 8, 2003