

ATTENDANCE AT SCHOOL

Absences

Please call the office at 453-1544 before 8:30 a.m. if your child is not going to be in school. The home will be called if a child does not arrive at school, and the office has not been notified. If you can't call, please send a note regarding your child's absence on the day s/he returns to school. Independent Study programs can be planned for any child required to be absent for more than 5 school days.



Attending school between the ages of 6 and 16 is not only a basic right of every person, but also a legal obligation. By law, parents are responsible for their children being in school every day during the school year. (Education code 48200, 48211)

Regular Attendance is Important

Regular school attendance is a high priority of the school district. All students are expected to be in school regularly and on time to attend all scheduled classes and other required activities.

When students who have been absent return to school, they must present a satisfactory explanation verifying the reason for absence. The explanation of absence must be submitted as a written note or must be verified by a conversation, in person or by phone, between the verifying employee and the student's parent/guardian.



Any student who is absent from school without a valid excuse for more than three full days or tardy in excess of 30 minutes on three or more days in a school year is truant. (Education Code 48260(a))

District procedure requires that your child be excused for absences only when it is:

- A. Due to illness
- B. Due to quarantine under the direction of a city or county health officer
- C. For the purpose of having medical, dental, optometric, or chiropractic services rendered
- D. For the purpose of attending the funeral services of a member of your immediate family, as long as the absence is not more than one day if the services is conducted in California, and not more than three days if the service is conducted outside California
- E. Participation in religious instruction or exercises in accordance with district policy

Other Excused Absences

No child may be excused to attend non-school related events and activities until the child has attended school that day for the minimum number of minutes required by law. (Education Code 460103)

Absences for Justifiable Reasons

Upon your written request and approval by the school principal, your child may be excused from school for justifiable personal reasons such as an appearance in court, attendance at a funeral service, observation of a religious holiday or ceremony of his/her religion, attendance at religious retreats, or an employee conference. (Education code 48205)

Absence for Religious Instruction

After completing a minimum day, students who have written permission from their parents or guardians may be excused from school to attend religious education at a place away from school. Such absences are limited to four times per month. (Education Code 46014)

Tardiness

If your child comes to school tardy for any reason s/he must check in at the office. Please be sure s/he has a written note of explanation. It is important to be at school on time. Important directions are given during the first fifteen minutes of school that orients the child to the days activities. The first bell rings at 8:25 AM which signals students to be on their way for a prompt classroom start at 8:30 AM.



Excessive tardies or absences may result in a referral to the School Attendance Review Board.