

The Village Charter School No. 473

STUDENTS

3020P

Enrollment and Attendance Records

Average Daily Attendance

A day of attendance is one in which a pupil is physically present for a full day (at least four hours for grades 1 through 12 and at least two and one-half hours for kindergarten) under the guidance and direction of a teacher or other authorized school personnel while school is in session or is a homebound student under the instruction of a teacher employed by the Charter School.

Average Daily Attendance (ADA) is the aggregate number of days enrolled students are present divided by the number of days of school in the reporting period. Funding for the Charter School is based on ADA and must be accurate.

Attendance Accounting

Days present and absent for every student are to be recorded for the purpose of informing parents of a student's attendance record.

Procedure History:

Promulgated on: April 15, 2021

Revised on:

Reviewed on: