

Clarksburg School Attendance Policy

By law, students are expected to be at school each day. Regular school attendance is very important. Not only does it reinforce and enrich the learning process; it also establishes patterns and attitudes that will carry forward into adult work habits. Regular, consistent attendance is a prerequisite to successful school life. Children should be absent only in cases of illness or emergency.

Parents should notify the school office on the morning of your child's absence. Upon return, it is the student's responsibility to make up all assignments, projects, and tests that were missed during his/her absence.

If a student has:

- Three (3) or more consecutive days absent, parents must obtain a doctor's note and submit it to the school.
- Seven (7) absences or tardies (excused or unexcused), a letter of warning will be sent to parents reminding them of the school's attendance policy.
- Ten (10) absences or tardies (excused or unexcused), a parent conference will be scheduled to develop a proactive attendance plan.
- Fifteen (15) absences or tardies (in disregard of the personal attendance plan) an attendance hearing will be held with the parents, principal, and superintendent.
- Twenty (20) absences (in disregard of the personal attendance plan), a 51A (neglect) or CHINS (child in need of services) may be filed.
- Twenty-five (25) absences or more could result in retention.