

## **South Wasco County School District Attendance Policy**

Dear Parents/Guardians:

This letter is to remind you of the district's policy on excused/unexcused absences and tardies.

**Unexcused absences and tardies can have an adverse effect upon grades and graduation credit.**

When students are absent or tardy, reasons for non-attendance are considered. Grades will not be reduced, nor graduation credit denied based upon absences due to:

- a) religious reasons
- b) a student's disability
- c) an excused absence
- d) According to state law, absences and tardies from school may be excused for the following reasons:
  - 1. illness of the student
  - 2. illness of an immediate family member when the student's presence
- e) at home is necessary
- f) emergency situations that require the student's absence
- g) field trips and school approved activities
- h) medical appointments (confirmation of appointments may be required)
- i) pre-approved absences

We recognize that sometimes students will be absent due to family trips or special occasions. That is why we allow for 'pre-approved' absences. Parents or guardians must notify the school office that the student will be gone at least two days before that absence. A form will be given to the student so he/she can notify his/her teachers and be given assignments.

**A parent's note or phone call does not automatically excuse an absence or tardy unless it also meets the above listed criteria.**

In another matter, some students have been checking themselves out of school. Several believe they can do so because they are 18 years old, and therefore are excused. They are correct that they can sign themselves out if they are 18 years old, but it is not an excused absence unless it meets the above listed criteria.

In the future, letters will be sent to the homes of students with excessive absences informing parents of the fact.

Sincerely,

Ryan Wraught

Principal

