



K-12 Student Attendance Guide

Attendance is a key factor in student achievement and required by the State of Tennessee Compulsory School Attendance Law (TCA-49-6-3001).

Parent notes for an excused absence will be accepted for a total of three (3) days per semester or six (6) total absences per year. Any additional excused absence for personal illness must be accompanied by a doctor's note within five (5) school days of the student's return.

Excused absences include: personal illness, death in the family, extreme weather conditions, religious observances, college visits, pregnancy, school sponsored or endorsed activities, summons to court, and circumstances which in the judgement of the principal, create emergencies over which the student has no control.

Truancy Interventions:

Tier I (3-4 total unexcused absences per school year)

- Attendance plan/contract (for no more than 90 days)
- Parent conference

Tier II (5-8 total unexcused absences per school year)

- Possible modification of attendance plan
- Parent conference
- Student support assessment and / or school level intervention

Tier III (9+ total unexcused absences per school year)

- Referral to campus court
- Possible school-based services referral or school-based community service

*When total absences (excused and unexcused) exceed 10% of the school year, the principal or designee may implement the above tier system.

Link to Cleveland City Schools [Student Attendance Policy 6.200](#)