

JH/JHB - STUDENT ATTENDANCE/TRUANCY

State law requires parents/guardians to ensure that every child under their care and supervision receives adequate education and training and, if of compulsory attendance age, attends school. Continuity in the learning process and social adaptation is seriously disrupted by excessive absences. Accordingly, Poudre School District students are required to satisfy all academic requirements and exhibit good attendance as stated in this policy.

EXCUSED ABSENCES

The following shall be considered excused absences:

1. A student whose absence is approved by an authorized school administrator. Prearranged absences shall be approved for appointments or circumstances of a serious nature that cannot be taken care of outside school hours.
2. A student who is temporarily ill or injured.
- 3.

MAKE-UP WORK

Make-up work shall be provided by the school for any class in which a student has an excused absence unless otherwise determined by the school principal or unless the absence is due to the student's expulsion from school. Make-up work shall be allowed following an unexcused absence and following a student's suspension from school with the goal of providing the student an opportunity to keep up with the class and an incentive to attend school. However, this work may receive only partial credit, as authorized by law.

It is the student's responsibility to pick up permitted make-up assignments on the day the student returns to class. There shall be one day allowed to make up work for each day of absence.

Unless otherwise permitted by the school principal, make-up work shall not be provided during a student's expulsion from school. Rather, the District shall offer alternative education services to the expelled student in accordance with state law. The District shall determine the amount of credit the expelled student will receive for work completed in such an alternative education program.

TARDINESS

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that a class begins. Because of the disruptive nature of tardiness and the detrimental effect upon the rights of the non-tardy students to uninterrupted learning, penalties shall be imposed for excessive tardiness. Parents or guardians shall be notified of all penalties regarding tardiness.

A student detained by another teacher or administrator shall not be considered tardy, provided that the student is given a pass to enter the next class. Teachers shall honor passes presented in accordance with this policy.

APPEALS

Appeals regarding the District's application of this policy with respect to any student shall be made to the assistant superintendent of elementary schools or the assistant superintendent of secondary schools, as appropriate. If the appeal is not satisfactorily resolved by the appropriate assistant superintendent, the matter may be appealed to the superintendent, whose decision shall be final.

Adopted by Board: April 1972

Revised by Board: July 1974

Revised by Board: August 1982

Revised by Board: August 1985

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