

## PLAIN LANGUAGE SUMMARY OF STUDENT ATTENDANCE POLICY

### I. Policy

The Board, administration and staff of the district recognize that regular classroom attendance is an essential part of a successful educational program and that there is a critical relationship between academically engaged time and student performance.

### II. Expectations for Good Attendance

Students are expected to attend scheduled classes. Under New York State Education Law Section 3205, parents/guardians are responsible for the regular attendance of their children for instruction.

### III. Absences

#### A. Excused

Students who are absent from class for any school-sponsored or sanctioned event shall not be considered absent. This would include class or school sponsored field trips, guidance approved college visits, school sanctioned sporting events, school sponsored music events or course requirements that require the student to be away from school.

Absence due to illness, health condition, family emergency, or religious purposes.

Absence for parental approved activities. It is recommended that the school be notified in advance of these occurrences.

#### B. Unexcused

Most absences not mentioned above will be considered unexcused.

### IV. Responsibility for Good Attendance

Successful implementation of this policy requires cooperation among all members of the educational community, including parents/guardians, students, teachers, administrators and all staff members.

### V. Intervention

The objective of intervention strategies is to identify the cause(s) of absenteeism, to reduce absenteeism and to circumvent the need for action in the courts (PINS petitions).

## POLICY

### STUDENTS

7014

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##### VI. Incentives

The Commissioner has recommended that all Districts implement an incentive program to improve attendance. An incentive program may include, but not be limited to, awards, certificates or privileges for exemplary attendance.

##### VII. Disciplinary Sanctions

- A. When other forms of intervention fail, nonacademic sanctions, including the loss of privileges (e.g. participation in school sponsored extracurricular activities/events), may be imposed.
- B. Excessive or unreasonable absences and tardiness may properly be the basis for disciplinary action. The use of detentions and in-school suspensions, report card notations, or other appropriate sanctions related to unexcused absence from school is authorized.

##### VIII. Coding System for Absences

- A. The coding of student absences, tardiness and early departures allows the administration to decipher patterns of behavior/absenteeism and to develop specific intervention efforts as early as possible.
- B. Student attendance will be recorded in each building utilizing the District's student attendance database coding system.

##### IX. Notification

Written notification to parents/guardians concerning students' absences, tardiness or early departures, will take place at prescribed intervals and will include information that resource/support personnel are available.

##### X. Copies of Attendance Policy

This is a plain language summary of the District's Attendance Policy. Copies of the entire policy shall be made available upon request.

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Vernon-Verona-Sherrill School District

Adopted: 07/05/06

Readopted: 07/01/09