



ATTENDANCE AND COMPLETION OF COURSEWORK

As an educational institution, we encourage regular attendance. This will be necessary for your child to gain the most in school. No child can be educated when they are kept out of school unnecessarily. ~~McKay Scholarship students and Step-Up for Students Scholarship students who fail to abide by the attendance policy may lose their scholarship, and /or fail the course credits they are attempting to earn.~~

EXCUSED-UNEXCUSED ABSENCES

Absences from school due to sickness, injury or insurmountable family emergencies qualifies as exceptions to the state policy. Absences due to injury or sickness will be excused when accompanied by doctor's medical excuse being brought to the school's office. However, a parent or guardian must call the school's office the day of the absence (before 9am) to have the student excused. **Students may not call for themselves.**

Excused absences will permit the student to make up work and are considered as follows:

1. Personal Illness
2. Death in immediate family
3. Other circumstances viewed by principal as legitimate

Prearranged absences

Any absence known about in advance must be made known to the school office before it occurs.

Unexcused absences

Unexcused absences will result in the lost of a grade and the student will receive an "F" for all assignments or tests missed during an unexcused absence.