

Woodmen-Roberts Attendance Policy

Effective 2013-14, Updated 2014-2015 in accordance with CO House Bill 13-1021

Policy Definitions:

Chronically Absent – 10% or more absences during a marking period

Significant Unexcused Absences – One or more unexcused absences during a marking period

Habitually Truant – Four unexcused absences in any one month or ten unexcused absences during any school year

Coding of Absences:

Attendance is a key factor in student achievement. When absences do occur, they will be treated as either excused or unexcused.

Excused Absences are as follows:

- a. Absences approved by the principal or his/her designee
- b. Absences due to temporary illness or injury
- c. Absences for an extended period of time due to physical, mental, or emotional disabilities
- d. Absences due to being in the custody of the court or law enforcement authorities

Unexcused Absences are as follows:

- a. All Absences not Excused

Tardy/Early Check Out:

Tardy – beginning the school day after the bell

Early Check Out – leaving the school day before the final bell

Tardy/Early Check Out constitutes as time not in school. These minutes will accrue over time to be counted as a full day or more absence.

School Level Attendance Interventions:

Attendance or Tardy/Early Check Outs that are 10% or more of a grading period (Quarterly) will be notified by letter

Other Attendance Interventions are on a case by case basis

Legal Refs/Cross Refs:

See www.asd20.org under District Policies