



# Attendance Policy Update

Committee As A Whole  
March 2011

# Denial of Credit/Retention vs. Truancy

- Two separate processes for Denial of Credit/Retention (Bulletin 741) vs. Truancy (ACT 745/644)
- Absences are in four distinct categories:
  - Exempted, excused
  - Non-exempted, excused
  - Non-exempted, unexcused
  - Non-exempted, suspensions

# Types of Absences

## **Type One: Exempted, excused**

Example: Doctor/Dentist note

- Not considered when determining grade level promotion or high school credit or truancy
- Exempted absences:
  - Extended personal physical or emotion illness as verified by physician or nurse practitioner;
  - Extended hospital stay as verified by physician or dentist;
  - Extended recuperation from an accident as verified by a physician, dentist or nurse practitioner;
  - Extended contagious disease with the immediate family as verified by a physician or dentist;
  - Visitation with an Armed Forces parent who has been deployed to a combat zone
  - Observance of special and recognized holidays of the student's own faith;
  - Educational travel prior to trip;
  - Death in the immediate family;
  - Court mandated orders;
  - Exclusions;
  - Days absent between recommendation for expulsion and original hearing date

# Types of Absences

## **Type Two: Non-exempted, excused**

Example: parent notes

- Do not use these to determine truancy.
- Count these in the determination of grade level promotion or high school credits.
- Make-up work should be provided.

# Types of Absences

## **Type Three: Non-exempted, Unexcused Absences**

Examples: no note, note turned in after two days of return, or skipping


- Use these to determine truancy.
- Count these in the determination of grade level promotion or high school credits.
- Make-up work should not be provided.

# Types of Absences

## **Type Four: Non-exempted, suspension**

Example: disciplinary consequence

- Do not use these to determine truancy.
- Count these in the determination of grade level promotion or high school credits.
- Make-up work should follow your school policy.



# Denial of Credit or Retention

# Denial of Credit – Bulletin 74 I

- Types of Absences that count in Denial of Credit/Retention
  - Type Two: Non-exempted, excused
  - Type Three: Non-exempted, unexcused
  - Type Four: Non-exempted, Suspensions
- Number of Absences
  - High School – 5 or more absences per semester
  - K-8 – 10 or more absences per year



# Seat time

- For all absences with the exception of exempted, excused absences, students must make up seat time for absences over the 10 day limit for grades (K-8) and absences over the 5 day limit for grades (9-12).
- Students who exceed the attendance regulation at the end of the year/semester by virtue of noncompliance either by absences or failure to make up seat time should be denied credit/retained.
- Summer school can be used in K-8 to make up seat time.



# Truancy

# Type of Absence for Truancy – ACT 745/644

The only type of absence that determines truancy is Type Three: non-exempted, unexcused.