



STUDENT ATTENDANCE PROGRAM

PROCEDURES, DEFINITIONS, AND CONSEQUENCES

The Jennings School District Board of Education recognizes the importance of regular student attendance to a successful learning experience. Research supports the fact that attendance is crucial to improving student achievement. ***The purpose of the Jennings School District's Student Attendance Program is to encourage parents/guardians and students to work closely with the attendance staff to make sure every student is successful in school. Therefore, regular and punctual patterns of attendance will be expected of each student enrolled in the Jennings School District.***

Absences Defined

Excused Absence: Parent notifies school prior to or on the day of absence due to illness or injury, death in the family, health/medical appointment, religious observance, legal situation, and/or participation in a valid educational opportunity, such as a college visit.

Unexcused Absence: An absence is unexcused when a parent has not contacted the school by phone or provided documentation regarding their child's absence.

Excessive Absences: Three (3) or more excused absences, which by virtue of their number, could impact student progress.

Withdrawal from District: Ten (10) consecutive unexcused absences.

Leaving School Grounds: for the protection of the student, the student is not to leave the school grounds for any reason, or with anyone, without permission from the office. Before a student may leave school on a prearranged absence or illness, a student's parent, guardian, or designee must report to the office and sign out the student. Students who leave campus at an unscheduled time without following these procedures will be subject to disciplinary action as described under "Truancy."

Truancy: An absence from school without the knowledge and consent of the parent(s) or guardian(s) and school administration.

Late to School: Students who arrive late to school. When students arrive after the school start time it will be documented as late.

Consequences of Unexcused and Excessive Absences

Unexcused and/or excessive absences will result in the following:

1st Unexcused Absence – a personal phone call or notification system call home.

3rd Unexcused Absence – the principal assigning a designated person to call home and send a letter.

5th Unexcused Absence – Care Team Meeting (with a social worker, counselor, parent, student, and truancy officer.)

7th Unexcused Absence – Care Team Meeting (with principal, social worker, and school resource officer) and/or home visit by district social worker.

10th Unexcused Absence: withdrawal from district's enrollment, hot line to Family Support Division, Family Court Referral, Adult Literacy Hotline, the district's social services liaison, and to the Superintendent's office.

Late to School – Grades Pre-K – 8

Four (4) late occurrences - a personal phone call/notification system call home, letter home, and/or after school detention.

Eight to Ten (8-10) late occurrences – a personal call home, lunch or after school detention for 5 days, and intervention plan.

Eleven to Nineteen (11-19) late occurrences – a Care Team Meeting (including a counselor, parent/guardian, student, and truancy officer) to result in contract signing between student and parent/guardian.

Twenty (20) late occurrences - a referral to Family Court.