

Chinook School District

STUDENTS

3122P
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Attendance Policy

Attendance criteria are based on the belief that prompt and regular attendance in school is the beginning of dependability, personal responsibility, and social life. Furthermore, regular attendance is important, because valuable skills and information gained in the classroom may or may not show up on tests or be reflected in an academic grade. The general welfare of all students is best served by regular attendance.

9-12

In order to graduate from Chinook High School students must satisfactorily complete an approved course of study and earn the minimum credits required by the Board of Trustees. Students must attend school regularly. Students who have more than 10 absences per class, per semester are subject to the attendance criteria and process listed below.

K-8

In order to be promoted in grades K-8 a student must complete coursework material satisfactorily and attend school regularly. Students who have more than 10 absences per semester are subject to the attendance criteria and process listed below.

K-12 Attendance Criteria

1. A high school student will not be allowed more than 10 absences per class, per semester. Any absence beyond 10 may mean a loss of credit in those subjects missed. For K-8 students any absence beyond 10 may result in the student being retained in their present grade for the next year.
2. The ONLY absences that WILL NOT be used in calculating the attendance record are:
 - Those that occur due to school-sponsored activities, since these are considered an equivalent educational experience. These exemptions will apply to students participating in sports events, cheerleading, music related events, FFA trips, academic field trips, and other activities deemed co-curricular.
 - Bereavement in the immediate family (grandmother, grandfather, father, mother, sister, brother). Any extended bereavement may be reviewed by the principal;
 - Subpoenas to appear in court or court-ordered, out-of-district placements for special services.
 - Illness, hospitalization, or medical appointments verified by a doctor's statement.
 - Pre-approved trips or tours that have educational value. These absences must be authorized by the administration prior to the absence.

3. Absences which will be counted in the 10-day limit will include: family trips, work days, vacations, visiting friends or relatives, suspension in and out of school, watching tournaments when not an actual participant, hair, unverified medical appointments, photography appointments, skiing, hunting, attending concerts, shopping, or any others not mentioned which are unacceptable to the administration.
4. After five absences from school/class, a letter will be sent to the student's parent(s) or guardian(s) informing them of the school policy and the number of days missed.
5. After seven absences another letter will be sent to the student's parent(s) or guardian(s) informing them of the severity of the situation and explaining the consequences of non-compliance.
6. After going over the tenth absence, the principal will review the student's attendance record to determine if credit is to be withheld (9-12) or the student is to be retained (K-8). The principal will send a letter to the student's parent(s) or guardian(s) informing them of their decision and/or the conditions the student must meet in order to have credit reinstated (9-12) or be promoted to the next grade (K-12).
7. The student, parent(s) or guardian(s) can appeal loss of credit (9-12) or retention (K-8) to the Board of Trustees.
 - If the appeal is denied by the Board of Trustees a high school student will remain in that particular class or classes for the remainder of the semester. An elementary student (K-8) will remain in their grade level class for the remainder of the academic year. If disciplinary problems occur the student may be suspended from school for the remainder of the academic year.
 - If the appeal is granted the student will return to class under the conditions and stipulations as set forth by the Board of Trustees. If the conditions or stipulations are violated the student will lose credit (9-12) or be retained (K-8).
8. The Board of Trustees may also make decisions regarding the student's participation in extracurricular activities.

Policy History:

Adopted on: June 1999

Revised on: May 9, 2006; June 29, 2010

Effective Date: July 1, 2010