

Attendance

Students are required by state law to attend school on a regular basis. Absences may be excused for the following reasons:

1. Illness of the student
2. Death or serious illness of a family member
3. Religious holidays
4. Natural disasters or other unavoidable emergencies

When a student is absent, a parent or guardian should telephone the school by 9:00 A.M. to report the absence.

Extended Absences

Absences due to planned out-of-town trip must receive prior approval by the principal. This request must be submitted in writing to the main office at least one week before the absence. Make-up work is expected to be completed promptly upon the student's return.

Tardy

Students who are tardy to school must report directly to the main office, accompanied by a parent or guardian. Excessive tardies will be dealt with by the administration.

Early Dismissals

1. Bring a note from home and give it to your first block teacher.
2. At the beginning of the class from which you will be leaving, inform the teacher of your early dismissal.
3. Students must be signed out by the parent or guardian unless otherwise specified