

Eugene School District 4J

Code: **JED**
Adopted: 5/21/14
Readopted: 2/17/16

Student Absences and Excuses**

The Board considers regular school attendance essential for educational success. All students are expected to attend school as required by law and by Board policy.

It is the student's responsibility to maintain regular attendance in all assigned classes. Absences from school or class may be excused by an administrator under the following circumstances:

1. Illness of the student (a written note from a medical professional may be required prior to excusing the absence if chronic absences are a problem);
2. Serious illness of an immediate family member;
3. Emergency situations;
4. Field trips and school-approved activities;
5. Medical and dental appointments (confirmation of appointments may be required);
6. Other reasons deemed appropriate by the school or district administrator when satisfactory arrangements have been made in advance of the absence.

Unauthorized group absences of students are not acceptable.

A student who is excused must still fulfill the school's requirements.

Each school shall notify parents/guardians by the end of the school day if their child is absent and the parent has not informed the school of the absence in advance. The parent notification will be either by telephone, in person, or via another method identified in writing by the parent/guardian. If the parent/guardian cannot be notified by the above methods, a message shall be left, if possible.

Additionally, the superintendent will develop consistent procedures to encourage appropriate attendance and to systematically and effectively intervene when chronic nonattendance is a problem.

END OF POLICY

Legal Reference(s):

[ORS 109.056](#)
[ORS 332.107](#)
[ORS 339.030](#)
[ORS 339.055](#)

[ORS 339.065](#)
[ORS 339.071](#)
[ORS 339.420](#)

[OAR 581-021-0046](#)
[OAR 581-021-0050](#)
[OAR 581-023-0006\(11\)](#)

Cross Reference(s):

IGBHD - Objections to Instructional Materials