

Student Absences and Excuses**

It is the responsibility of both the student and parent/guardian to maintain regular attendance in all assigned classes. Absence from school or class will be excused under the following circumstances:

1. Illness of the student;
2. Illness of an immediate family member when the student’s presence at home is necessary;
3. Emergency situations that require the student’s absence;
4. Field trips and school-approved activities;
5. Medical (dental) appointments. Confirmation of appointments may be required;
6. Other reasons deemed appropriate by the school administrator when satisfactory arrangements have been made in advance of the absence.

Each school shall notify a parent or guardian by the end of the school day if their child has an unplanned absence. The notification will be done by calling the parent or guardian or leaving a message, if possible.

Additionally, the superintendent will develop procedures whereby those students who are considered truant may be subject to the following penalties: detention, suspension¹ and/or ineligibility to participate in athletics or other activities.

END OF POLICY

Legal Reference(s):

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| ORS 109.056 | ORS 339.065 | OAR 581-021-0046 |
| ORS 332.107 | ORS 339.071 | OAR 581-021-0050 |
| ORS 339.030 | ORS 339.250 | OAR 581-023-0006(11) |
| ORS 339.055 | ORS 339.420 | |

Cross Reference(s):

IGBHD - Program Exemptions

¹The use of out-of-school suspension or expulsion for discipline of a student in the fifth grade or below, is limited to:

1. Nonaccidental conduct causing serious physical harm to a student or employee;
2. When a school administrator determines, based on the administrator’s observation or upon a report from an employee, the student’s conduct poses a threat to the health or safety of students or employees; or
3. When the suspension or expulsion is required by law.