

Student Attendance Policy

Regular and consistent attendance to school is fundamental to student success and personal responsibility. A pattern of regular attendance reflects a positive work ethic and attitude that is desirable in the workplace. It is therefore a responsibility of the school to promote good attendance and enforce the compulsory attendance laws of the State of Oregon.

It is the policy of this district to meet these objectives:

1. Promote individual responsibility for one's own learning and to understand the positive correlation between regular attendance to school and academic success.
2. Communicate clear expectations for student attendance and inform parents or guardians about their students' attendance pattern.
3. Enforce this policy consistently with respect to consequences for unexcused and/or irregular attendance.

An Excused Absence includes:

1. Illness of student;
2. Medical appointments; verification of appointments may be required;
3. Illness of immediate family member;
4. Field trips and school sponsored activities;
5. Military-parent call to duty, leave from, or deployment to a combat zone or to combat support post;
6. Other activities that have prior approval of the administration.

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

An Unexcused Absence includes:

1. Leaving campus without properly checking out through the attendance office. A note or phone call from the parent stating the date and time of absence and the reason for the absence is required to excuse the absence.
2. Skipping class (truancy).
3. Oversleeping.
4. Missing bus or motor vehicle problems.
5. Personal errands.
6. Family vacations that have not received prior approval from the school.
7. Employment, job shadowing, or apprenticeships during the instructional day that have not received approval by the administration.

Consequences for unexcused and/or irregular attendance shall include but not be limited to the following:

1. Detention;
2. In School Suspension;
3. Out of School Suspension;
4. Saturday or Evening School;
5. Ineligibility to participate in school-sponsored athletic and other co-curricular activities;
6. Expulsion, with appropriate alternative education options, including but not limited to the following: Home Tutoring, Alternative Education Program, Home Schooling, and GED program.

Under Oregon law ORS 339.260 student grades or credit denial may include student attendance. If attendance is a factor, the following will occur prior to a grade reduction or credit denial:

1. The teacher will identify how the attendance and class participation is related to the instructional goals of the subject or course; this will be communicated on the course syllabus;
2. Parents and student will be informed;
3. Procedures will be available to the student when the grade is reduced or credit denied for attendance rather than academic reasons;
4. Reasons for non-attendance are considered and the grade is not reduced or credit denied based upon absences due to religious reasons, student disability or excused absence as determined by the district's policy.

Violations of the compulsory attendance law will result in one of the following:

1. Withdrawal from attendance records after ten consecutive days or when an irregular absence pattern is equivalent to an average of eight unexcused one-half day absences in any four week period.
2. An expulsion hearing with the superintendent for consideration of alternative educational placement such as home tutoring, alternative school, reduced schedule, or enrollment in GED program.

The administration will strive to promote programs and activities that contribute to excellent attendance. Students may receive from the school certain privileges and incentives for perfect and/or exemplary attendance.

Administrative procedures implementing this policy will be published annually in the Student/Parent Handbook and distributed in September.

END OF POLICY

Legal Reference(s):

[ORS 109.056](#)
[ORS 336.010](#)
[ORS 339.020](#)
[ORS 339.030](#)
[ORS 339.040 - 339.090](#)
[ORS 339.065](#)

[ORS 339.240](#)
[ORS 339.250](#)
[ORS 339.260](#)
[ORS 339.420](#)

[OAR 581-021-0046](#)
[OAR 581-021-0050 - 0075](#)
[OAR 581-022-1130](#)
[OAR 581-023-0006\(11\)](#)

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