

## STUDENT ABSENCES AND EXCUSES

Regular attendance by all students is very important. In many cases, irregular attendance is the major reason for poor schoolwork; therefore, all students are urged to make appointments, do personal errands, etc., outside of school hours.

Reasons for which students may be excused include, but are not limited to:

- 1) personal illness of the student;
- 2) illness in the student's family necessitating the presence of the child;
- 3) needed at home to perform necessary work directly and exclusively for parents or legal guardians for a limited period of time when approved by the Superintendent (applies to students over 14 years of age only);
- 4) death in the family (applies to absences of up to 18 school hours unless a responsible cause may be shown for a longer absence);
- 5) quarantine for contagious disease;
- 6) observance of religious holidays consistent with a student's truly held religious belief;
- 7) traveling out of state to attend a Board-approved enrichment activity or extracurricular activity (applies to absences of up to 24 school hours) or
- 8) college visitation:
- 9) absences due to a student's placement in foster care or change in foster care placement or any court proceedings related to their foster care status;
- 10) absences due to a student being homeless or
- 11) as determined by the Superintendent.

Each student who is absent must immediately, upon return to school, make arrangements with his/her teacher(s) to make up work missed. Students who are absent from school for reasons not permitted by State law may, or may not, be permitted to make up work. Each case is considered on its merits by the principal and the respective teacher(s). Students are requested to bring a note to school after each absence explaining the reason for the absence or tardiness.

The Board does not believe that students should be excused from school for vacations and other nonemergency trips. The responsibility for such absence resides with the parent(s), and they must not expect any work missed by their child to be retaught by the teacher. If the school is notified in advance of such a trip, reasonable efforts are made to prepare a general list of assignments for the student to do while he/she is absent.

The Board authorizes the Superintendent to establish a hearing and notification procedure for the purpose of denying a student driving privileges if that student of compulsory school age has been absent without legitimate excuse for more than 60 consecutive hours during a school month or a total of at least 90 hours during a school year.

[Adoption date: June 23, 1976]  
[Re-adoption date: September 21, 1977]  
[Re-adoption date: August 19, 1987]  
[Re-adoption date: August 15, 1990]  
[Re-adoption date: July 18, 1991]  
[Re-adoption date: October 20, 1994]  
[Re-adoption date: June 17, 2010]  
[Re-adoption date: July 26, 2012]  
[Re-adoption date: August 21, 2014]  
[Re-adoption date: June 15, 2017]  
[Re-adoption date: April 19, 2018]

LEGAL REFS.: ORC 3313.609  
3319.16  
3321.01; 3321.03; 3321.04; 3321.13; 3321.14; 3321.19; 3321.38  
4510.32  
OAC 3301-69-02

CROSS REFS.: IGAC, Teaching About Religion  
IKB, Homework  
JEDB, Student Dismissal Precautions  
JHC, Student Health Services and Requirements  
JHCC, Communicable Diseases