

FREMONT ELEMENTARY SCHOOL ABSENCE AND TARDY POLICY

One criteria of a student's success in school is regular and punctual attendance. No single factor may interfere more with a student's progress. According to Colorado Revised Statute 22-33-104, it is the obligation of every parent/guardian to ensure that every child attends school. Parents will be notified when a student has four (4) unexcused absences in one month or ten absences in the year. Once a student obtains ten (10) absences, the family will be referred to the Fremont County Truancy Board. This referral could result in a court appearance for the parent and the child. It is imperative that parents make every attempt to get children to school.

An unexcused absence is defined as an absence that is not covered by one of the below excused absences. The maximum number of absences a student may incur before judicial proceedings are initiated to enforce compulsory attendance is four (4) unexcused days in a month or ten (10) days during any school year.

The following shall be considered excused absences (District Policy JH):

1. A student who has a short term illness or injury or whose absence is approved by the administrator of the school on a prearranged basis. Prearranged absences shall be approved for appointments or circumstances of a serious nature only, which cannot be taken care of outside school hours.
2. A student who is absent for an extended period of time due to physical, mental or emotional disability. (The district may require suitable proof regarding the above exceptions, including written statements from medical sources.)
3. If a student is sent home from our Health Office their absence for that day, and the following day will be excused. For these absences to continue to be excused, we must receive an excusal from the doctor.
4. A total of 30 absences may result in grade retention.

Tardies

Tardiness is defined as the appearance of a student without proper excuse after the scheduled time that class begins. Students will be recorded as being in attendance ½ day or full day: A student will be considered tardy if he/she arrives within a ½ hour of the tardy bell (8:10 A.M). After 8:40 A.M., a student will be marked as ½ day absent. P.M. tardy will be recorded following the end of lunch recess period and parents picking up students ½ hour prior to the dismissal bell. Parents or guardians shall be notified upon three (3) tardies for students and a meeting will be scheduled with the Principal to address the issue of tardies. Excessive tardies may be referred to truancy officer. 4 Informing School about Absences/Tardies: It is essential that you call the office (784-6303), and not the teacher, if a student is going to be absent or tardy. Teachers often do not get to their voicemail until after school. Early Dismissal: Send a note to the office with your child if he/she must be dismissed early. Reasons for early dismissal should be legitimate appointments that cannot be made outside school hours. Please keep these as few as possible so as not to interfere with your child's academic progress. When you must take your child out early, come to the office and sign him/her out. Photo identification is required.