

**Attendance Policy**

The entire process of education requires a regular continuity of instruction, classroom participation, learning experiences, and study in order to reach the goal of maximum educational benefits for each individual child. It is particularly true in an EL Education school that regular contact of the students with one another in the classroom and their participation in collaborative instructional activities are vital to achieving high academic outcomes. Since many classroom activities are collaborative experiences, when one student is absent, the whole group is affected. Students who are frequently absent often find it difficult to keep up. Missing a day of school means missing a crew activity that cannot be replicated at home.

As a public school, our total operating budget is dependent on our student average daily attendance. To receive the necessary funds to operate the school, each child's presence in school is extremely important.

Tardiness and frequent absences, regardless of the reason, are detrimental to a child's education. Three tardies will equal one absence. In the case of illness, please notify the office by 9:00 am.. For an expected absence, please give the teacher as much advance notice as possible. The student will be held responsible for completing all assignments during any absences.

**Consequences of Truancy**

Except in documented family emergencies or for medical reasons, when a child has received 10 total absences per semester his/her case will be reviewed at the next PPCS Board meeting. Parents will be invited to attend. The Director may refer the student to truancy court or the Board may choose to dis-enroll the student. If a student has more than 15 total absences during a school year, the student may not be eligible for promotion or may be dis-enrolled by the Board.

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**Notification of Absences:** Attendance will be reviewed every two weeks. Parents/guardians will be notified by mail when their child's absences have passed a threshold of 5 absences.. After the threshold of 10 absences has been reached per semester, the family will be notified that the truancy case will be reviewed at the next board meeting. Parents will receive an invitation to attend.

**Expulsion:** A student enrolled in the Palouse Prairie Charter School who is a habitual truant may be expelled by the School Board in accordance with Idaho Code 33-205, following notice and hearing.

**Idaho Code:** Whenever it shall come to the attention of the governing board of any school district that the parents or guardians of any child are failing to meet the requirements of Title 33 Chapter 2 of the Idaho Statutes, a petition shall be filed with the probate court of the county in which the child resides. As stated in Idaho Code 33-206.

**Habitual truant defined** – a habitual truant is any pupil who, in the judgment of the Governing Board, repeatedly has violated the attendance regulations established by the board; or any child whose parents or guardians have failed or refused to cause such child to be instructed as provided in section 33-202.

**Grounds for Appeal:** Parents and/or guardians who believe that all or part of the absences are the result of extraordinary circumstances may appeal the Director’s decision. Extraordinary circumstances may include, but are not limited to, verified illness or medical treatment, family emergencies, and death in the family or death of close friends.

**Attendance Appeal Process:** If a parent/guardian wishes to appeal the decision of the Director or Board in regards to a student’s attendance, the following policy applies:

1. The parent/guardian has five (5) school days from the date shown on the notification to appeal the disenrollment or denial of promotion.
2. The appeal process begins with the Director. If the Director denies the appeal, the parent/guardian may appeal to the Board. The decision of the Board is final.
3. In each step of the appeals process, the Director, the Board, and the parent/guardian has five (5) schools days in which to respond to the appeal or the decision. All appeals and responses shall be in writing.

**Re-enrollment:** Any student who is dropped from the school’s enrollment because of excessive absences may re-enroll for the next school year; however he/she will be required to undergo the same initial enrollment procedure as any other potential student, in accordance with the school’s adopted enrollment policy.

Policy History:

Adopted on: 11/12/09

Revised on: 1/25/2016

Revised on: 12/17/2018