

MINERSVILLE AREA SCHOOL DISTRICT

SECTION: PUPILS

TITLE: ATTENDANCE

ADOPTED: November 25, 2002

REVISED:

<p>1. Purpose</p> <p>2. Authority SC 1301, 1302, 1327, 1329 Title 22 Sec. 11:11, 11:13, 11:23, 11:25, 11:41</p>	<p>204 ATTENDANCE</p> <p>The Board requires that school-aged students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by this district is predicated upon the presence of the student and requires continuity of instruction and classroom participation in order for students to achieve academic standards and consistent educational progress.</p> <p>Attendance shall be required of all students enrolled in district schools during the days and hours that school is in session, except that a principal or teacher may excuse a student for temporary absences when receiving satisfactory evidence of mental, physical, or other urgent conditions that may reasonably cause the student's absence.</p> <p>The Board considers the following conditions to constitute reasonable cause for absence from school:</p> <ol style="list-style-type: none"> 1. Illness. 2. Family emergency. 3. Required court attendance. 4. Rearranged doctor/dentist appointments. The student must have appointment card or certificate and/or excuse card signed by parent/guardian stating date and time of appointment. 5. Death in family. Student must have an excusal card signed by a parent stating the relationship of the relative to the student and the date and time of the funeral. 6. Educational tours and trips with prior approval. 7. Religious holidays.
--	---

204. ATTENDANCE - Pg. 2

<p>Title 22 Sec. 11.22, 11.28 SC 1327, 1329 Pol. 115, 117, 118</p>	<p>Attendance need not always be within school facilities. A student will be considered in attendance if present at any place where school is in session by authority of the Board; the student is receiving approved tutorial instruction or health care; the student is engaged in an approved and properly supervised independent study, work-study or career education program; the student is receiving approved homebound instruction.</p>
	<p>For the purpose of carrying out certain requirements of extracurricular activities, the principal may excuse students to leave the building. However, no student may be excused from the school building without the permission of the principal or assistant principal.</p>
<p>Title 22 Sec 11.21</p>	<p>All absences occasioned by observance of the student's religion on a day approved by the Board as a religious holiday shall be excused, and no student so excused shall be deprived of an award or eligibility to compete for an award or the opportunity to make up a test given on the religious holiday.</p>
<p>SC 1546 Title 22 Sec. 11.21</p>	<p>The Board shall, upon written request of the parents or guardians, release from attendance a student participating in a religious instruction program acknowledged by the Board. Such instruction shall not require the child's absence from school for more than thirty-six (36) hours per school year, and its organizers must inform the Board of the child's attendance record. The Board shall not provide transportation to religious instruction.</p>
<p>Title 22 Sec. 11.23, 11.25</p>	<p>The Board will recognize other justifiable absences for part of the school day. These shall include medical or dental appointments, court appearance, and family emergency.</p>
	<p>The Board shall excuse the following students from the requirements of attendance at the schools of this district:</p>
<p>SC 1330</p>	<ol style="list-style-type: none"> 1. On certification by a physician or submission of other satisfactory evidence and on approval of the Department of Education, children who are unable to attend school or apply themselves to study for mental, physical or other reasons that preclude regular attendance.
<p>Title 22 Sec. 11.5, 11.32</p>	<ol style="list-style-type: none"> 2. Students enrolled in nonpublic or private schools in which the subjects and activities prescribed by law are taught, except that such students and students attending college who are also enrolled part-time in the district schools shall be counted as being in attendance in this district.
<p>SC 1327</p>	<ol style="list-style-type: none"> 3. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.

<p>SC 1330</p>	<p>4. Students fifteen (15) years of age, and fourteen (14) years of age who have completed sixth grade, who are engaged in farm work or private domestic service under duly issued permits.</p>
<p>SC 1330</p>	<p>5. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.</p> <p>a. Request for employment certificates by students shall be reviewed and recommended for approval or disapproval by the Superintendent.</p>
<p>Title 22 Sec. 11.22</p>	<p>b. The Superintendent shall furnish necessary reports and information concerning employment of school youth as required by the Board or other governmental agencies.</p> <p>c. The issuance of working papers shall be a function of the Superintendent's Secretary, under the supervision of the Superintendent.</p>
<p>Title 22 Sec. 11.34</p>	<p>The Board may excuse the following students from the requirements of attendance at district schools:</p>
<p>SC 1327</p>	<p>1. Students receiving private instruction from a properly qualified tutor.</p>
<p>SC 1332, 1333</p>	<p>2. Homebound children unable to attend school on the recommendation of the school physician and the school psychologist or a psychiatrist.</p>
<p>SC 1332, 1333</p>	<p>3. Students enrolled in special schools conducted by the Schuylkill Intermediate Unit #29 or the Department of Education.</p>
<p>3. Delegation of Responsibility</p>	<p>The Board may report to appropriate authorities infractions of the law regarding the attendance of students below the age of seventeen (17). The Board shall issue notice to those parents and guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.</p>
<p>Title 22 Sec. 11.1, 11.2, 11.3</p>	<p>The Superintendent or designee shall develop procedures for the attendance of students which:</p> <p>1. Ensure a school session that conforms with requirements of state regulations.</p>
<p>SC 1332, 1339</p>	<p>2. Govern the keeping of attendance records in accordance with state statutes.</p>

<p>SC 1333, 1338</p>	<ol style="list-style-type: none"> 3. Impose on truant students appropriate incremental disciplinary measures for infractions of school rules, but no penalty may have an irredeemably negative effect on the student's record beyond that which naturally follows absence from classroom learning experiences. 4. Identify the habitual truant, investigate the causes of truant behavior, and consider modification of the student's educational program to meet particular needs and interests. 5. Ensure that students legally absent have an opportunity to make up work.
<p>SC 1333, 1338, 1354 Title 22 Sec. 11.24</p>	<ol style="list-style-type: none"> 6. Issue written notice to any parent or guardian who fails to comply with the compulsory attendance statute, within three (3) days of any proceeding brought under that statute. Such notice shall inform the parent or guardian of the date(s) the absence occurred, that the absence was unexcused and in violation of law, that the parent is being notified and informed of his/her liability under law for the absence of the student, and that further violation during the school term will be prosecuted without notice.
<p>SC 510, 1318</p> <p>4. Guidelines</p>	<p>Repeated infractions of Board policy requiring the attendance of enrolled students may constitute misconduct and disobedience to warrant the student's suspension or expulsion from the regular school program.</p> <p><u>College Visitation</u></p> <p>Juniors and seniors are allowed a total of six (6) college visits over their last two (2) years. Students are required to secure an appointment with the college prior to the visit. Furthermore, they must bring a permission slip from their parents at least one (1) day prior to the visit. Upon return, the student must present a signed form from the college admissions office to verify the visit. Students who visit local colleges are expected to attend school on the day of the appointment and sign in or sign out at a reasonable time.</p> <p><u>Early Dismissal Due to Illness</u></p> <p>Students will be excused by the school nurse or designated person according to the following criteria:</p> <ol style="list-style-type: none"> 1. An emergency card must be on file for every student in a building. It is the parent's responsibility to update information on the card if necessary.

2. Only authorized persons designated by parent/guardian on the emergency card will be called when parents cannot be contacted if it is necessary to exclude the student from school activities.
3. No student who is ill will be permitted to walk or drive home unless the parent/guardian gives permission to do so. This permission will be granted only after the parent/guardian is contacted by phone and at the discretion of the school nurse or designated person excusing the student.
4. Parents or designated persons must enter the school building to sign out ill students when they are excluded.
5. Exceptions to the above can be made at the discretion of the school nurse, after consultation with the building administrator.

School Code

510, 1301, 1302,
1318, 1327, 1329,
1330, 1332, 1333,
1338, 1339, 1354,
1546

PA Code

Title 22

Sec. 11.1, 11.2, 11.3,
11.5, 11.11, 11.13,
11.21, 11.22, 11.23,
11.24, 11.25, 11.28,
11.32, 11.34, 11.41

Board Policy

115, 117, 118