

LINE MOUNTAIN  
SCHOOL DISTRICT

SECTION: PUPILS  
TITLE: ATTENDANCE  
ADOPTED: July 26, 2005  
REVISED: August 23, 2011

204. ATTENDANCE	
<p>1. Purpose SC 1301 Title 22 Sec. 11.12 Pol. 200</p>	<p>The Board requires that school age students enrolled in district schools attend school regularly, in accordance with state laws. The educational program offered by the 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>2. Authority SC 1302, 1327, 1329 Title 22 Sec. 11.11, 11.23, 11.25, 11.41</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 reasons that may reasonably cause the student's absence. Urgent reasons shall be strictly construed and do not permit irregular attendance. A doctor's certificate, where deemed appropriate, will be required for an absence by any student whose excused absences, in the opinion of the principal, appear to be excessive.</p> <p>The Board considers the following conditions to constitute reasonable cause for absence from school:</p> <ol style="list-style-type: none"> <li>1. Illness.</li> <li>2. Quarantine.</li> <li>3. Recovery from accident.</li> <li>4. Required court attendance.</li> <li>5. Death in family.</li> <li>6. Pre-approved educational tours and trips (see Board Policy 204.1)</li> </ol>
<p>Title 22 Sec. 11.26</p>	
<p>Title 22 Sec. 11.8, 11.22, 11.23, 11.28 SC 1327, 1329</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 or therapeutic services; the student is engaged in an approved and properly supervised independent</p>

Pol. 115, 117, 118	study, work-study or career education program; the student is receiving approved homebound instruction.
Title 22 Sec 11.21	All absences occasioned by observance of the student's religion on a day approved by the Board as a religious holiday shall be excused. A penalty shall not be attached to an absence for a religious holiday.
SC 1546 Title 22 Sec. 11.21	The Board shall, upon written request of the parents/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. A penalty shall not be attached to an absence for religious instruction.
SC 1329 Title 22 Sec. 11.41	The Board shall permit a student to be excused for participation in a project sponsored by a statewide or countywide 4-H, FFA or combined 4-H and FFA group upon written request prior to the event.
Title 22 Sec. 11.23, 11.25	<p>The Board will recognize other justifiable absences for part of the school day. These shall include:</p> <ol style="list-style-type: none"> <li>1. Medical or dental appointments.</li> <li>2. Court appearances.</li> <li>3. Family emergencies.</li> <li>4. Other urgent reasons.</li> </ol>
SC 1330	<p>The Board shall excuse the following students from the requirements of attendance at the schools of this district:</p> <ol style="list-style-type: none"> <li>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.</li> </ol>
Title 22 Sec. 11.5, 11.32	<ol style="list-style-type: none"> <li>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 part-time attendance in this district.</li> </ol>
SC 1327	<ol style="list-style-type: none"> <li>3. Students fifteen (15) or sixteen (16) years of age whose enrollment in private trade or business schools has been approved.</li> </ol>
SC 1330	<ol style="list-style-type: none"> <li>4. Students fifteen (15) years of age, and fourteen (14) years of age who have</li> </ol>

<p>SC 1330 Title 22 Sec. 11.28</p>	<p>completed sixth grade, who are engaged in farm work or private domestic service under duly issued permits.</p>
<p>Title 22 Sec. 11.22</p>	<p>5. Students sixteen (16) years of age regularly employed during the school session and holding a lawfully issued employment certificate.</p>
<p>SC 1327</p>	<p>The Board may excuse the following students from the requirements of attendance at district schools:</p>
	<p>1. Students receiving tutorial instruction in a field not offered in the district's curricula from a properly qualified tutor approved by the Superintendent, when the excusal does not interfere with the student's regular program of studies.</p>
	<p>2. Students enrolled in special schools conducted by the Central Susquehanna Intermediate Unit or the Department of Education.</p>
	<p><u>Tardiness</u></p>
	<p>A student is considered to be tardy when he or she arrives late to school in the time frame determined by the building administrator and set forth in the school's student handbook. This includes the determination of tardiness versus half-day and full-day absences.</p>
	<p>Tardiness is unexcused unless certified as excused by a licensed health care provider or the building administrator.</p>
	<p>Unexcused tardiness is cumulative. A student accumulating six (6) unexcused tardies to school, regardless of the degree of lateness, shall be charged with one (1) day of illegal or unexcused absence.</p>
	<p>Each building administrator shall determine appropriate discipline (i.e., loss of extra-curricular activities) for tardiness.</p>
<p>Title 22 Sec. 11.26 Pol. 204.1</p>	<p><u>Educational Tours and Trips</u></p>
	<p>The Board may excuse a student from school attendance to participate in an educational tour or trip not sponsored by the district if the following conditions are met:</p>
	<p>1. The parent/guardian submits a signed statement for excusal prior to the absence.</p>
	<p>Requirements for this statement are described in Board Policy 204.1.</p>
	<p>2. The student's participation has been approved by the Superintendent or designee as set forth in Board Policy 204.1.</p>

<p>SC 1332, 1333, 1354</p> <p>Title 22 Sec. 11.24</p> <p>3. Delegation of Responsibility</p> <p>Title 22 Sec. 11.1, 11.2, 11.3</p> <p>SC 1332, 1339</p> <p>Title 22 Sec. 11.41</p> <p>SC 1333, 1338</p>	<p>3. The adult directing and supervising the tour or trip is acceptable to the parents/guardians and the Superintendent.</p> <p>The Board may limit the number and duration of tours or trips for which excused absences may be granted to a student during the school term.</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/guardians who fail to comply with the statutory requirements of compulsory attendance that such infractions will be prosecuted according to law.</p> <p>If a student has been absent for a total of 10 days with parent-signed excuses, any further absence during that school year will be excused only upon a written statement from a physician. Any absence after the 10 days, not covered by a physician, will be considered illegal (for students under the age of 17) or unexcused (for students over the age of 17).</p> <p>After the accumulation of 3 illegal days (for students under age 17) an official notice will be sent to the parent/guardian by certified mail. This notice informs parents that any further illegal absences will result in a citation being sent to the local magistrate. Students will also be referred to the County truancy program at this time.</p> <p>Any student who has been absent for a total of four (4) or more illegal days will be cited to the local magistrate.</p> <p>For students over the age of 17, the accumulation of more than ten (10) consecutive unexcused days of absence will result in that student being dropped from the rolls of the Line Mountain Junior-Senior High School for the remainder of the school year. The student may apply for re-admission next school year.</p> <p>The Superintendent or designee shall develop procedures for the attendance of students which:</p> <ol style="list-style-type: none"> <li>1. Ensure a school session that conforms with requirements of state regulations.</li> <li>2. Govern the keeping of attendance records in accordance with state statutes.</li> <li>3. Distribute annually to staff, students, and parents/guardians Board policies and school rules and regulations governing student attendance, absences and excusals.</li> <li>4. 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.</li> </ol>
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<p>SC 1333, 1338, 1354 Title 22 Sec. 11.24</p> <p>SC 510, 1318</p>	<ol style="list-style-type: none"> <li>5. 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.</li> <li>6. Ensure that students legally absent have an opportunity to make up work.</li> <li>7. Issue written notice to any parent/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/guardian of the date(s) the absence occurred, that the absence was unexcused and in violation of law, that the parent/guardian 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.</li> </ol> <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>References:</p> <p>School Code – 24 P.S. Sec. 510, 1301, 1302, 1318, 1327, 1329, 1330, 1332, 1333, 1338, 1339, 1354, 1546</p> <p>State Board of Education Regulations – Title 22 PA Code Sec. 11.1, 11.2, 11.3, 11.5, 11.8, 11.11, 11.12, 11.21, 11.22, 11.23, 11.24, 11.25, 11.26, 11.28, 11.32, 11.34, 11.41</p> <p>Board Policy – 115, 117, 118, 200</p>
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