

1 Attendance Policy

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3 In order to graduate from Jefferson High School, a student must complete twenty-one (21)  
4 credits. Completion of a course at Jefferson High School will be defined as receiving a grade of  
5 D- or higher and attendance to include not more than eight (8) absences per class per semester.  
6 This attendance criteria is based on the theory that prompt and regular attendance in school is the  
7 beginning of dependability in adult business, personal, and social life. Furthermore, regular  
8 attendance is important, because valuable skills and information gained in the classroom may or  
9 may not show up on tests or be reflected in an academic grade. The general welfare of all  
10 students is best served by regular attendance.

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- 12 1. A student will be allowed eight (8) absences per class, per semester. Any absence  
13 beyond that number may mean a loss of credit in those subjects missed.
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  - 15 2. The ONLY absences that WILL NOT be used in calculating the attendance record are:  
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    - 17 a. School-sponsored/Co-curricular Activities: Those that occur due to school-  
18 sponsored activities, since these are considered an  
19 equivalent educational experience. These exemptions will apply to students  
20 participating in sports events, cheerleading, music-related events, FFA trips,  
21 academic field trips, and others deemed co-curricular.
    - 22
    - 23 b. Bereavement: a death of an immediate family (grandmother, grandfather, father,  
24 mother, sister, brother) and the associated activities when properly excused.
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    - 26 c. College visitations: Juniors and seniors are granted two (2) days of college-  
27 organized college visitations per year.
    - 28
    - 29 d. Medical Illness: Illness or hospitalization verified by a doctor's statement.  
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    - 31 e. Failure of a bus/Inclement Weather: Student's absence due to failure of a bus to  
32 provide them transportation and/or road closure to the student's swellings.
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  - 34 3. Absences which will be counted in the eight-(8)-day limit will include such areas as:  
35 family trips, work days, vacations, visiting friends or relatives, watching tournaments  
36 when not an actual participant, hair, medical, dental, or photography appointments,  
37 skiing, hunting, court appearances, attending concerts, shopping, or any others not  
38 mentioned which are unacceptable to the administration.
  - 39
  - 40 4. After the fourth (4<sup>th</sup>) and sixth (6<sup>th</sup>) and eighth (8<sup>th</sup>) absence from school/class, a letter or  
41 phone call to the parent or guardian will be made to notify them that their son/daughter is  
42 approaching the maximum limit.
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  - 44 5. Following the sixth (6<sup>th</sup>) absence the student will report to the principal and account for

- 1 the history of the six (6) absences.
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- 3
- 4 6. The eighth (8th) absence will result in a conference with the principal, student, parent or
- 5 guardian, or an adult representative.
- 6
- 7 7. After the student has exceeded the eight-(8)-day limit, the principal will meet with the
- 8 student and formulate a plan to make up the excess absence(s). The Plan will be signed
- 9 by student, parents, and administration.
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- 11 8. If a student fails to meet the parameters of the Plan, he/she will be denied credit.
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- 13 9. Any decision to withhold credit can be appealed to the Superintendent.
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- 15 10. If the appeal is not granted, the student, parent, guardian, or adult representative may
- 16 appeal the decision to the Board.
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18 Rewards for Good Attendance

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20 Students who have no absences or one (1) absence from a class in any quarter will be given  
21 special recognition.

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23 The student/parent handbook further defines the consequences for absences.

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27 Procedure History:

28 Promulgated on: February 2007  
29 Revised on: August 11, 2009, May 20, 2014

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31 *Note: The 2009 revision includes all references to dropping the absences from 10 to 8. The 2014*  
32 *revision alters the procedure for excess absences.*