



WEST MIFFLIN AREA SCHOOL DISTRICT

HIGH SCHOOL

Attendance Tips

Classes begin at 7:20

- ARRIVING AFTER 10:24 A.M. IS CONSIDERED A HALF DAY ABSENCE
- ARRIVING AFTER 12:47 P.M. IS CONSIDERED A FULL DAY ABSENCE
- LEAVING BEFORE 8:46 A.M. IS CONSIDERED A FULL DAY ABSENCE
- LEAVING BEFORE 12:15 P.M. IS CONSIDERED A HALF DAY ABSENCE

ARRIVAL TIME BEGINS AT 7:00 A.M.

PLEASE NOTE, RESEARCH SHOWS THAT CHRONIC TARDINESS AFFECTS STUDENTS' ACADEMIC PERFORMANCE.

Scan here for the district's
TAP Team Resources and additional
information concerning attendance and
truancy



WAYS TO SUBMIT EXCUSES

SUBMITTING THROUGH POWERSCHOOL

- LOG INTO POWERSCHOOL PORTAL USING YOUR PARENT ACCOUNT
- UNDER NAVIGATION PANEL - CHOOSE FORMS
- SELECT - STUDENT ABSENCE FORM
- COMPLETE REQUIRED FIELDS AND SUBMIT

ALTERNATE WAYS TO SUBMIT

- SEND A WRITTEN OR DOCTOR'S EXCUSE WITH THE STUDENT TO SCHOOL
- EMAIL THE BUILDING SECRETARY cubakovics@wmasd.org
- EMAIL THE HOMEROOM TEACHER
- MESSAGE OR SEND A PHOTO OF THE EXCUSE VIA TEACHER COMMUNICATION PLATFORM (CLASS DOJO, REMIND, SCHOOLLOGY, ETC.)
- FAX THE EXCUSE TO YOUR STUDENT'S SCHOOL

Excused Absences

- RELIGIOUS HOLIDAYS OR INSTRUCTION (UP TO 36 HOURS PER YEAR)
- HEALTH-RELATED APPOINTMENTS (STUDENTS SHOULD ATTEND SCHOOL BEFORE OR AFTER WHEN POSSIBLE)
- ILLNESS OR URGENT REASONS (E.G., FAMILY DEATH, COURT APPEARANCE, QUARANTINE, EMERGENCIES)
- COLLEGE VISITS OR JOB INTERVIEWS
- PRE-APPROVED EDUCATIONAL TRIPS

EDUCATIONAL TRIPS MUST BE APPROVED BY THE BUILDING PRINCIPAL AND MAY NOT EXCEED 5 SCHOOL DAYS.

WMASD Policy for Unexcused Absences

- ✓ FAILURE TO SUBMIT AN EXCUSE WITHIN 3 DAYS OF RETURNING TO SCHOOL
- ✓ AN INVALID DOCTOR'S EXCUSE

- ✓ EXAMPLES OF INVALID EXCUSES
 - OVSLEEPING
 - MISSED BUS
 - VACATION - WHEN NOT PRE-APPROVED
 - TRUANCY
 - SHOPPING

