

STUDENTS

SUBJECT: Absences and Excuses

The Governing Board believes that regular attendance plays an important role in student achievement. The Board recognizes its responsibility under the law to ensure that students attend school regularly. Parents/guardians of children aged 6 to 18 are obligated to send their children to school unless otherwise provided by law. The Board shall abide by all state attendance laws and may use appropriate legal means to correct the problems of excessive absence or truancy.

(cf. 5112.1 - Exemptions from Attendance)

(cf. 5112.2 - Exclusions from Attendance)

(cf. 5113.1 - Truancy)

Excused Absences

Absence from school shall be excused only for health reasons, family emergencies and justifiable personal reasons, as permitted by law, Board policy and administration regulations. (Education Code 46010, 48216, 48205)

Inasmuch as class participation is an integral part of students' learning experiences, parents/guardians and students shall be encouraged to schedule medical appointments during nonschool hours.

At the beginning of each academic year, notifications shall be sent to the parents/guardians of all students, and to all students in grades 7 through 12, informing them that school authorities may excuse any student from school to obtain confidential medical services without the consent of the student's parent/guardian. (Education Code 46010.1)

(cf. 5145.6 - Parental Notifications)

Students shall not be absent from school without their parents/guardians' knowledge or consent except in cases of medical emergency or confidential medical appointment.

Student absence for religious instruction or participation in religious exercises away from school property may be considered excused subject to law and administrative regulations. (Education Code 46014)

A student's grades may be affected by excessive unexcused absences in accordance with Board policy.

(cf. 5121 - Grades/Evaluation of Student Achievement)

(cf. 6154 - Homework/Makeup Work)

Attendance Excuses

1. Regular attendance is mandatory.
2. Excused absences include:
 - 2.1 Student's personal illness;
 - 2.2 Quarantine;
 - 2.3 Medical, chiropractic, optometric and/or dental appointments;
 - 2.4 Jury service;
 - 2.5 To attend the funeral of an immediate family member as indicated.
 - 2.5.1 Up to a maximum of 1 day if the services are conducted in California;
 - 2.5.2 Up to a maximum of 3 days if the services are conducted outside of California;
 - 2.5.3 Immediate family members are defined as follows:

"Members of the immediate family, as used in this section, means the mother, father, grandmother, grandfather, or a grandchild of the pupil, or the spouse of the pupil, and the spouse, son, son-in-law, daughter, daughter-in-law, brother or sister of the pupil, or any relative living in the immediate household of the pupil". (E.C. 46010, 45194).
- 2.6 An appearance in court;
- 2.7 Observance of a holiday or ceremony of his/her religion; (not to exceed four hour per semester r- EC48205)
- 2.8 An employment conference;
- 2.9 Visits to colleges;
- 2.10 Other justifiable personal reasons.

Excused absences under section two (2) must be requested in writing by the parent or guardian and approved by the principal or designate.

A pupil absent from school under this policy shall be allowed to complete all assignments and tests missed during the absence which can reasonably be provided and upon satisfactory completion, shall be given full credit therefore. The tests and assignments shall be reasonably equivalent to, but not necessarily identical to, the tests and assignments which the pupil missed during the absence. The teacher of the class(es) from which the student is absent shall determine the number of days in which the tests and assignments can be completed, which shall be not less than five school days nor more than twenty school days, or the end of the second semester, whichever comes first, unless an exception is agreed upon. Summer instructional days are not applicable.

2.11 Incompletes may be made up in a similar manner; except that the time period extends twenty school days into the next regular school semester.

3. All student absences will be verified by school officials as to cause.
4. It shall be the responsibility of the District Attendance Officer to assist and support teachers, school administrators, and parents in making the adjustments, assignments, or referrals to a School Attendance Review Board, (SARB), as may be necessary to ensure maximum educational opportunity for these students.

Legal Reference:

EDUCATION CODE

1740 Employment of personnel to supervise attendance (county superintendent)

2550-2558.6 Computation of revenue limits

37201 School month

37223 Weekend classes

41601 Reports of average daily attendance

42238-42250.1 Apportionments

46000 Records (attendance)

46010-46014 Absences

46100-46119 Attendance in kindergarten and elementary schools

46140-46147 Attendance in junior high and high schools

48200-48208 Children ages 6-18 (compulsory full-time attendance)

48210-48216 Exclusions from attendance

48240-48246 Supervisors of attendance

48260-48273 Truants

48292 Filing complaint against parent

48320-48324 School attendance review boards

48340-48341 Improvement of student attendance

49067 Unexcused absences as cause of failing grade

ELECTIONS CODE

12302 Student participation on precinct boards

FAMILY CODE

6920-6929 Consent by minor

VEHICLE CODE

13202.7 Driving privileges; minors; suspension or delay for habitual truancy

WELFARE AND INSTITUTIONS CODE

601-601.4 Habitually truant minors

11253.5 Compulsory school attendance

CODE OF REGULATIONS, TITLE 5

306 Explanation of absence

420-421 Record of verification of absence due to illness and other causes

ATTORNEY GENERAL OPINIONS

66 Ops.Cal.Atty.Gen. 245, 249 (1983)

COURT DECISIONS

American Academy of Pediatrics et al v. Lungren et al (1997) 16 Cal.4th 307

Management Resources:

CDE MANAGEMENT ADVISORIES

0114.98 School Attendance and CalWORKS, Management Bulletin 98-01

CSBA ADVISORIES

0520.97 Welfare Reform and Requirements for School Attendance

WEB SITES

CSBA: <http://www.csba.org>