

## **STUDENT ABSENCESAND EXCUSES REGULATION**

1. All excuses for part of a day and all day absences must give the reason for the absence as well as have the date and parent's/guardian's signature.
2. All excuses from school must be approved by the building principal or his/her designee.
3. If students know in advance that they are going to be on an authorized absence for an extended period of time, they will be held accountable for all assignments missed while absent. It is the students' responsibility to collect assignments from their teachers. If the assignments are not completed by the teachers' specified deadline(s), the student may be assigned to detention until all back assignments are completed.
4. If a student's absence is unexcused, or a legally excused absence without permission, he or she will not be allowed to participate in extra-curricular activities that day. Excused absences are those listed in the accompanying board of education policy; all other absences are considered unexcused. Any questions of the status of an absence are to be decided by the principal.