

STUDENT ABSENCES AND EXCUSES

Code **JH** Issued **9/04**

Purpose: To establish the basic structure for allowing and excusing student absences.

The board believes that attendance is a key factor in student achievement. Any absence from the center represents an educational loss to the student. However, the board recognizes that some absences are unavoidable.

In order to receive credit for a high school course, a student must attend at least 85 days (for a 90-day semester course) or 170 days (for a 180-day year course) in order to receive credit. Schools observing alternate/block scheduling will require students to attend 87 days of a 90-day semester course to receive one-half unit credit. Students must attend 174 days of a 180-day year course to receive one unit of credit. The local board may grant approval of excessive absences in accordance with local board policy.

Any student who misses classes at the center must present a lawful excuse from his/her feeder high school to his/her instructor the day following an absence. The excuse will contain such other information as directed by the administration. The administration will keep all excuses confidential.

If a student fails to bring a valid excuse to the center, he/she will automatically receive an unexcused absence. If a student brings a false (or forged) excuse, his/her instructor must refer the student to the director for appropriate action.

The center will consider students **lawfully** absent under the following circumstances.

- They are ill and their attendance at the center would endanger their health or the health of others.
- There is a death or serious illness in their immediate family (mother, father, sister, brother, grandmother, grandfather).
- There is a recognized religious holiday of their faith.
- Absences due to school-related activities with prior approval of the director
- Prearranged absences for other reasons and/or extreme hardships at the discretion of the director.

The center will consider students **unlawfully** absent under the following circumstances.

- They are willfully absent from the center without the knowledge of their parent/legal guardian.
- They are absent without acceptable cause with the knowledge of their parent/legal guardian.

Suspension is not to be counted as an unlawful absence for truancy purposes.

Adopted 3/18/85; Revised 9/4/04

Legal references:

- A. S. C. Code, 1976, as amended:
 1. Section 59-65-90 - State Board to establish rules and regulations defining lawful and unlawful absences.
- B. State Board of Education Regulations:
 1. R-43-274 - Student attendance.