

6.12 STUDENT ABSENCES AND EXCUSES

The Board of Education believes that attendance is a key factor in student achievement. Thus, any absence from school represents an educational loss to the student. The Board recognizes, however, that some absences are unavoidable. Therefore, this policy is designed to minimize student absenteeism while providing students the opportunity to make up school work missed due to absences that reasonably can be considered to be unavoidable.

The Superintendent or designee shall require, from the parent of each student of compulsory school age or from an adult student who has been absent from school or from class for any reason, a written statement of the cause for such absence. The Board reserves the right to verify such statements and to investigate the cause of each single absence or prolonged absence.

An excuse for absence from school may be approved on the basis of any one or more of the following conditions:

- A. Personal illness: The approving authority may require the certificate of a physician if deemed advisable.
- B. Illness in the family.
- C. Quarantine of the home: The absence of a child from school under this condition is limited to the length of quarantine as fixed by the proper health officials.
- D. Death of a relative: The absence arising from this condition is limited to a period of three days unless a reasonable cause may be shown for longer absence.
- E. Performance of essential work at home due to absence of parents or guardians: The Superintendent or designee may excuse a student over fourteen (14) years of age from attendance at school for a future limited period for the purpose of performing essential work directly or exclusively for his/her parents or guardians. Such excuse should not exceed 30 hours and may be renewed twice if necessary in any one (1) school year.
- F. Observance of religious holidays: Any child of any religious faith will be excused if his/her absence was for the purpose of observing a religious holiday consistent with his/her creed or belief.
- G. Emergency situation: An emergency situation or a set of circumstances which, in the judgment of the Superintendent or designee, constitutes a good and sufficient cause for absence from school will be approved for a student.
- H. Travel out of state to participate in a Board approved enrichment activity or an extracurricular activity, up to a maximum of four days per school year.

Each student who is absent must immediately, upon return to school, make arrangements with his/her teacher(s) to make up work missed. For each day of excused absence, the student shall have one (1) day to turn in make-up work. Failure to turn in the work within the grace period will result in a "O" for that work. Due to circumstances such as extended periods of illness, religious absences, and vacations, the building principal and classroom teacher will evaluate the situation prior to a final decision being reached. Pre-scheduled tests and homework assignments will be due on the first day back following an absence.

Excessive Absence

Excessive absence is recognized as one of the major causes of school dropouts. The principal or his designated representative should plan to investigate all chronic absenteeism or excessive absence. Early identification of students with chronic absence patterns is extremely important. Elementary principals should investigate at the earliest age possible all students who display a pattern of chronic or continuous absence.

Excessive absences as defined by law: Absent 38 or more hours in one month with or without a legitimate excuse or 65 or more hours in one school year with or without a legitimate excuse.

Loss of Credit - Poor Attendance

Students will be provided the opportunity to make up three (3) unexcused absences during a semester by serving three (3) Friday School Detentions before the end of the semester. After exceeding the attendance limit students will:

Pick up a make-up form from the assistant principal by Thursday.

Pick up assignments from teachers on Friday.

Report to Friday School on time and work on assignments. The monitor will sign and collect the make-up form.

The monitor will return the make-up forms to the assistant principal the next school day.

Friday School time may not be used for discipline and attendance make-up.

Attendance and Loss of Driving Privileges

A student shall be considered a "habitual truant" problem by state law when, in spite of warnings and/or his/her parent's efforts to ensure attendance, he/she has accumulated 30 or more consecutive hours without a legitimate excuse, 42 or more hours in one month without a legitimate excuse and 72 or more hours in one year without a legitimate excuse. .

Whenever any student under the age of eighteen (18) has more than sixty (60) consecutive school hours or at least ninety (90) total school hours of unexcused absence, the Board authorizes the Superintendent to

inform the student and his/her parents of the attendance record and the District's intent and obligation to notify the Registrar of Motor Vehicles and the Judge of the Juvenile Court in writing of the student's excessive absenteeism (O.R.C. §3321.13 (B)(2)).

After receiving such information from the Superintendent, O.R.C. §4507.061 requires the Registrar of Motor Vehicles to suspend the temporary instruction permit or driver's license of the student who is the subject of the notice. If a temporary permit or license has not been issued for that student, the Registrar, under current law, is prohibited from issuing a temporary permit or a license. Any denial of driving privileges would remain in effect until the student reaches eighteen (18) or until the denial of driving privileges is terminated for another reason allowable under the Ohio Law.

In accordance with Ohio Law, a student whose driving privileges have been denied can file a petition with the juvenile court in whose jurisdiction he/she resides.

Parental Education Program

In accordance with Ohio Law, the Board may require the parent or guardian of any student who is suspended or expelled from school or who is a "habitual truant" problem by state law when, in spite of warnings and/or his/her parent's efforts to ensure attendance, he/she has accumulated 30 or more consecutive hours without a legitimate excuse, 42 or more hours in one month without a legitimate excuse and 72 or more hours in one year without a legitimate excuse to attend a parental education or training program designed to encourage parents to ensure that their children attend school regularly. If the parent fails to attend the program, he/she may be charged with a misdemeanor of the fourth degree, punishable by a maximum fine of \$250 and imprisonment of up to 30 days. This policy shall be posted in a central location in all Franklin Local school buildings, and shall be made available to students and their parents or guardians upon request (O.R.C. §3313.663).

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