

New Urban High School

Attendance Policy

New Urban High School's goal for the 2018-19 school year is to improve the attendance for our students. Attendance is directly related to the overall success of students and we are committed to support our students and families in this endeavor. **Please take a moment to read our school's attendance policy. By signing this electronic document you are acknowledging our policy and committing to help us achieve our goal to have a 90% or higher attendance rate for your student.**

Absences:

Excused absences - By law and district policy excused absences are any absences for sickness, doctor/dental appointments or court mandated appointments. Students are allowed 5 full days of absences (30 periods if a full 6 period schedule) per trimester. Any absences that fall in the excused absences category over the 5 days will be classified as a Verified Unexcused absence with the reason documented.

Unexcused absences - All absences that don't fall into the above excused absences category are considered unexcused absences. These absences are tracked and used to consider students attendance qualifications for future enrollment. If a student is consistently absent a parent/guardian may be contacted by the counselor, Dean of Students or Principal to discuss these absences and possible interventions/consequences.

10-Day Drop - If a student is absent for 10 consecutive days for 3 or more periods per day then by state law we are required to drop them from our enrollment. Whether the absence is excused or unexcused makes no difference. If your student is dropped from enrollment you will receive a letter from school informing you of their dropped status. We will do our best to inform the student and their parent/guardian of a potential 10-day drop but it is the responsibility of the student and parent/guardian to ensure that the student is attending regularly.

10 minute rule - Students are required to be in their classroom when the bell rings for each period. If they are late they need to check into the main office to receive a slip to give to their teacher. If they arrive within 10 minutes of the class bell they are considered tardy. After the 10 minute mark they are considered absent. Teachers need the check-in slip to verify when a student arrives. Any discrepancies with a students absence needs to be resolved with their teacher before a change can be made.