



WOODSTOCK ELEMENTARY SCHOOL

WOODSTOCK, VERMONT 05091

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## **CODE F25 STUDENT ATTENDANCE**

### **Policy**

It is the policy of the Woodstock Elementary School District to set high expectations for consistent student school attendance in accordance with Vermont law in order to facilitate and enhance student learning.

### **Background**

Vermont law requires school attendance for students between the ages of 6 and 16 so a student may complete a course of study that will facilitate the transition to the responsibilities of adulthood. The Woodstock Elementary School District believes consistent attendance is a prerequisite for assuring the academic, social and emotional growth of students. In addition, regular and punctual attendance is important to the development of responsible and effective work/study habits as well as a demonstration that students are assuming responsibility for their own behavior. Encouraging students to take full advantage of their education is a shared responsibility of students, families, schools and communities.

### **Definitions**

1. A **truant** student is one who is subject to compulsory school attendance (16 V.S.A. § 1121) and who is absent without valid cause or excuse.
2. **Valid causes** for absences include illness, observance of a religious holiday, death in the family, family emergency, situations beyond the student's control as determined by the School Board or other circumstances which cause reasonable concern to the parent or guardian for the health or safety of the student and are confirmed in writing or verbally by the parent or guardian of the student.

### **Administrative Responsibilities**

1. The Superintendent (Principal) is responsible for developing procedures to guide the implementation of this policy. The procedures will address the following issues and may include others as well:
  - written excuses;
  - tardiness;
  - notification of parents/guardian;
  - signing out of school;
  - excessive absenteeism;
  - homebound and hospitalized students;
  - early dismissals;
  - homework assignments;
  - making up work

2. The Principal is responsible for maintaining accurate and up-to-date records of student attendance.
3. The Principal is responsible for assuring that the school has the appropriate family information that allows the school to contact the parent(s) or guardian(s) of all students whenever necessary.

*Date Warned:* 09/06/06

*Date Adopted:* 10/04/06

*Legal Reference(s):* 16 V.S.A. §§1121 et seq. (Attendance required)

*VT State Board of Education Manual of Rules & Practices:* §2120.8.3.3

*Cross Reference:* Admission of Resident Students (F13)

Admission of Non-Resident Tuition Students (F14)