

STUDENT ATTENDANCE AND ABSENCE

In accordance with state law, all children between 6 and 18 years of age must attend School fulltime until the end of the term, quarter or semester in which they become 18 years of age unless they have a legal excuse, fall under one of the exceptions outlined in state law, or have graduated from high school.

Any student who has reached the age of 16 may be excused from school attendance under established conditions to participate in programs leading to high school graduation or high school equivalency.

In accordance with state law, the Board of Education has adopted the following attendance policy restricting absence from school and it is the legal responsibility of the parent or guardian to insure the child's attendance under this policy.

Wisconsin Statue 118.15 of the Wisconsin Compulsory Attendance law states, "that any person having under his control a child who is between the ages of 6 and 18 years shall cause the child to attend school regularly during the full period and hours, religious holidays excepted, that the public school in which the child is enrolled is in session until the end of the school term, quarter or semester of the school year in which the child becomes 18 years of age." Wisconsin Statue 118.16 states, "The school board shall establish written policy specifying the reasons for which pupils may be permitted to be absent from the public school." In accordance with state law, the Board of Education, has adopted the following attendance policy restricting absences from school and it is the legal responsibility of the parent or guardian to insure the child's attendance under this policy.

After a student has been absent from school for any reason, a written excuse from the parent should accompany the student and be given to the office.

A. **Excused Absences:** An absence which parents were aware of, and which school officials judge to have occurred because of an appropriate reason. Including but not limited to:

1. Personal illnesses or injury. After the 5th day, a doctor's excuse may be required.
2. Medical or dental appointments. Doctor or dental verification may be required.
3. Death in the family.
4. Religious holidays.
5. Family trips excused in advance.
6. No bus transportation, unless due to lost of riding privileges.
7. Participation in a school sponsored event.

B. **Unexcused Absences:** An absence which school officials judge to have occurred because of inappropriate reasons regardless of parent’s approval. Including but not limited to:

- Truancy.
- Shopping trips, beauty appointments, haircuts, music concerts, sleeping in the morning following a late co-curricular activity, etc.
- Transportation problems such as missing the bus, if bus is operating on schedule, or a car breakdown.
- Hospital visits to see friends.
- Work

C. **Prearranged Absences:**

1. Should be arranged three days in advance whenever possible.
2. Parental request for pupil’s absence must be presented to the office.

The following absences shall be prearranged in order to be excused.

1. Vacation trips or out of town trips with parents.
2. Medical and dental appointments whenever possible.

The reasons for which pupils may be permitted to be absent from school will be outlined in the student handbook on an annual basis.

LEGAL REF.:	Sections	118.15	Wisconsin Statutes
		118.153	
		118.16	
		118.162	
		118.165	

APPROVED: July 15, 1987

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