

**Rationale:** Regular school attendance is a vital part of every student's education. The sense of responsibility and regimen of self-discipline that develop from regular school attendance are traits that will positively affect a student's entire life. When students are allowed to miss school for other than the most important reasons, it not only deprives them educationally, but it also can impact directly upon their own developing senses of responsibility and self-discipline. Each student plays an integral role in the classroom dynamics and his/her absence affects the functioning of the student group. Parents are urged to strongly support regular daily attendance for all students. Failure to do so sends students the message that their education may not be all that important.

When a student will be absent, the parent shall notify the teacher that the student will be absent and for how long. By Maine state law, all students are required to be in school every day unless one of the following excusable absences apply:

- A. Personal illness;
- B. Medical and dental appointments;
- C. Observance of religious holidays;
- D. Emergency family situations; or
- E. Planned absences for personal or educational purposes that have been approved by the teacher.

Parents are expected to discuss planned absences with the teacher and to do so as early as possible. This allows for lessons, assignments and textbooks to be prepared for the student to take to work on during the planned absence. This will maximize the student keeping abreast of what is occurring in the classroom during the absence.

In the case of a non-medical absence, the student will return to school with his/her work up to date unless other arrangements are made with the teacher. In the case of illness, the student will be given one (1) week to bring his/her work up to date upon his/her return.

Adopted: spring 1989

Revised: 04/23/03 by J. Boegel, M. Chioffi, & J. Stevens